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INVENTORY OF THE TOWN AND CITY ARCHIVES OF MAINE

Prepared by

The Historical Records Survey
Division of Women's and Professional Projects
Works Progress Administration

No. 5. HANCOCK COUNTY

Vol. 1. The Towns of Mt. Desert
(Mount Desert, Bar Harbor, Cranberry Isles
Seaville, Tremont, Southwest Harbor)

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Portland, Maine
The Historical Records Survey
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The Historical Records Survey

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Gift '36

FOREWORD

The Inventory of Town and City Archives of Maine is one of a number of bibliographies of historical materials prepared throughout the United States by workers on the Historical Records Survey of the Works Progress Administration. The publication herewith presented, an inventory of the town archives of Mount Desert, is number 5, part 5, of the Maine series.

The Historical Records Survey was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local government, and which provide invaluable data for students of political, economic, and social history. The archival guide herewith presented is intended to meet the requirements of day-to-day administration by the officials of the town, and also the needs of lawyers, business men and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he uses the library card catalog for printed sources.

The inventories produced by the Historical Records Survey attempt to do more than give merely a list of records - they attempt further to sketch in the historical background of the town or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and other local inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as a bibliography of local archives.

The successful conclusion of the work of the Historical Records Survey, even in a single town, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey was organized and has been directed by Luther H. Evans, and operates as a nation-wide project in the Division of Women's and Professional Projects, of which Mrs. Ellen S. Woodward, Assistant Administrator, is in charge.

HARRY L. HOPKINS
Administrator

PREFACE

The Historical Records Survey was initiated as a nation-wide undertaking in January 1936, as a part of the Federal Writers' Project of the Works Progress Administration, with Dr. Luther H. Evans as National Supervisor. The Survey began operations in Maine in March 1936, under the administrative supervision of Philip J. Conley, State Director of the Writers' Project; in November 1936, the Survey became an independent part of Federal Project No. 1. The project operates under the administrative supervision of the Division of Women's and Professional Projects, of which Helen I. Twombly is director.

The principal objective of the Maine Survey has been to inventory all extant town and city records in the state for the reference of the lay public and students of Maine town government and history, as well as for the citizens and officials of the towns themselves. In this program, the Survey has attempted to locate the records issued by each town office from its origin to the present, to explain gaps, and to indicate briefly how these records reflect functions and inter-relationships of the individual town offices. Such a program in Maine town records has been complicated by the fact that standard systems of record-keeping have never been outlined on a state-wide basis by statute; and in most towns, funds have not been adequate to house town records safely, centrally, and systematically, with the result that no one can predict for any town precisely what records will be found, how they will be arranged and recorded, or where they will be kept.

In the towns of Mount Desert, records were found in a condition far better than the average; not only were they more than usually complete, they were also housed comparatively securely and their curators were thoroughly aware of the nature and value of their contents. Nevertheless, there are early records missing from the inventories of all these towns, most of them records of minor or defunct agencies; it has been impossible to canvass throughout the state manuscript holdings of private collectors or historical societies in which, possibly, such missing town records may today be found. Nor has it been within the scope of the present volume to discuss in detail the historical evolution of town government, as it is outlined in Massachusetts and Maine statutes. Research in the statutory definition of all town offices is now in process and will be issued separately in a forthcoming volume, Town Government in Maine, to supplement the inventory volumes proper.

Work in Hancock County city and town records began on August 6, 1936; work in Mount Desert towns was begun in September 1936, and (being carried on intermittently with assignments in mainland towns of the county) was completed in November 1937. Field workers who have had part in the program include Orrin Ashe, Carlton Babbidge, John Coughlin, Donald Dyer and Donald Estabrook; their work has been directed and edited by Merton J. Foley, state editorial supervisor. Special research in Mount Desert's history and government was undertaken by Hyman Goldenstein of the Massachusetts Survey. Responsibility for the completeness and accuracy of the inventory lies with the Hancock County field personnel, the Maine state office staff, and the state director.

The various units of the Inventory of the Town and City Archives of Maine will be issued in mimeograph form for free distribution to government offices, to libraries and historical societies in Maine, and to a

Preface

limited number of libraries in other states. Hancock is number 5 in the alphabetically arranged list of Maine's sixteen counties; the Mount Desert towns are volume 1 of the proposed publication for that county. Future publications will be numbered according to the same system, but in all other volumes the towns will be arranged in alphabetical rather than chronological sequence. Requests for information concerning particular units of the Inventory should be addressed to the state director, Room 226, 76 Pearl Street, Portland.

The town officers in each of the towns whose inventories are here published accorded the Survey most generous cooperation. Grateful acknowledgment is also due Dr. William Otis Sawtelle, whose Islesford Collections include some of Cranberry Isles' earliest town records, for his cordial assistance to field workers. Carl J. Wennerblad, State Director of the Massachusetts Historical Records Survey, has advised and generously assisted the Maine project, especially in the mimeographing of this volume. To Anton K. Skillin of the Federal Art Project in Maine and to William Rabinowich of the Massachusetts Historical Records Survey the Maine Survey is indebted for the volume's cover design, the maps illustrating successive town divisions of Mount Desert, and also the diagrams of the current governmental organization of these towns. Finally, the Survey acknowledges gratefully the unfailing cooperation given its program by the officials of the Maine Works Progress Administration.

Catharine F. Wakefield
State Director
Historical Records Survey

Portland, Maine
March 8, 1938

C O N T E N T S

ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

alph.	alphabetical, alphabetically
approx.	approximately
arr.	arranged, arrangement
art.	article
asses.	assessors
ave.	avenue
aver.	average
bdle., bdles.	bundle, bundles
bldg.	building
cf.	compare
ch.	chapter, chapters
chron.	chronological, chronologically
circa	about
env., envs.	envelope, envelopes
etc.	and so forth
hdw.	handwritten
ibid.	in the same place
I. C.	Islesford Collections, Little Cranberry Island
idem	the same
insp.	inspector
ms.	manuscript
Mt.	Mount
Mun. Bldg.	Municipal Building, Northeast Harbor
no., nos.	number, numbers
occ.	occasionally
off.	office
op. cit.	in the work cited
p., pp.	page, pages
passim	everywhere, scatteredly
pr.	printed
prin.	principal
rd. com.	road commissioner
res.	residence
sec., secs.	section, sections
sel.	selectman, selectmen
st.	street
supt. of sch.	superintendent of schools
t. c.	town clerk
t. h.	town hall
t. col.	tax collector
tr.	treasurer
U. T. Co.	Union Trust Company, Tremont
vol., vols.	volume, volumes
vt.	vault
--	current
£	pounds
s.	shillings
d.	pence

Abbreviations, Symbols, & Explanatory Notes

Inventory Arrangement and Tables of Contents

Because of space limitations, it has been impossible to include in the present volume a subject index to the town inventories here published. Records are described and entered under the offices which created or have custody of them; as far as possible, the town offices are themselves arranged in order of importance (from the archival viewpoint) with functionally related offices grouped together. The table of contents, which precedes each inventory, lists all entry titles in numerical sequence, within subject classifications and under the proper town agencies. Each entry title indicates as precisely as possible the contents of records which the entry describes. But records whose miscellaneous contents cannot be fully indicated in the entry title are marked with an * in the tables of contents and should be consulted as general catchalls.

Titles

When titles vary in volumes of the same set, the current title is used in the entry head. Assigned titles, or explanations of obscure titles, are enclosed in parentheses.

Dates

The only dates specified in the description of contents are those which differ from the inclusive dates in the entry heading for the entry as a whole.

Cross References

Cross references are made in each entry heading to prior or subsequent records of the identical series described in other entries. References to similar (but not identical) records are embodied in a final paragraph of the entry. References below subject headings are made to related records suggested by the subject headings. Where no comment is made regarding prior or subsequent records, it is to be understood that none were found.

Condition of Records

Unless otherwise described, all volumes are understood to be in good condition.

Dimensions

Dimensions are given in inches unless otherwise stated, dimensions of volumes in order of length, width, and thickness; dimensions of file boxes and file drawers in order of height, width, and depth.

Location

In statements of records location, the full name and address of the records custodian is cited only the first time it occurs, being abbreviated thereafter.

Citations

In citations to the town meeting records, the title Town Meeting Records

is uniformly assigned and used to standardize references. Likewise, except for the Bar Harbor records, volume numbers have been assigned in chronological order to simplify citations to these same records. Of the fourteen volumes of Bar Harbor town meeting records, twelve are already numbered in chronological order from 1 to 12, the third and the fourteenth volumes for the years 1849-72 and 1930-- being unnumbered; the numbers 2A and 13 are used in citing these two volumes.

Town Office Sketches

The general historic evolution of town offices by statutory definition will be fully discussed in Town Government in Maine, a forthcoming Maine Survey publication. In the present volume, the town office sketches attempt only to indicate the local origin and structure of each office. Office duties are not discussed, although for each office whose duties are defined in one specific chapter of the Massachusetts or Maine laws, citation to the law is given.

Future Applicability of the Inventories

The records have been reported as observed at the close of the Survey in the summer or fall of 1937; the reader is reminded that they are naturally subject to change in the future, especially as regards quantity, dates, and location.

MOUNT DESERT, 1776-1937

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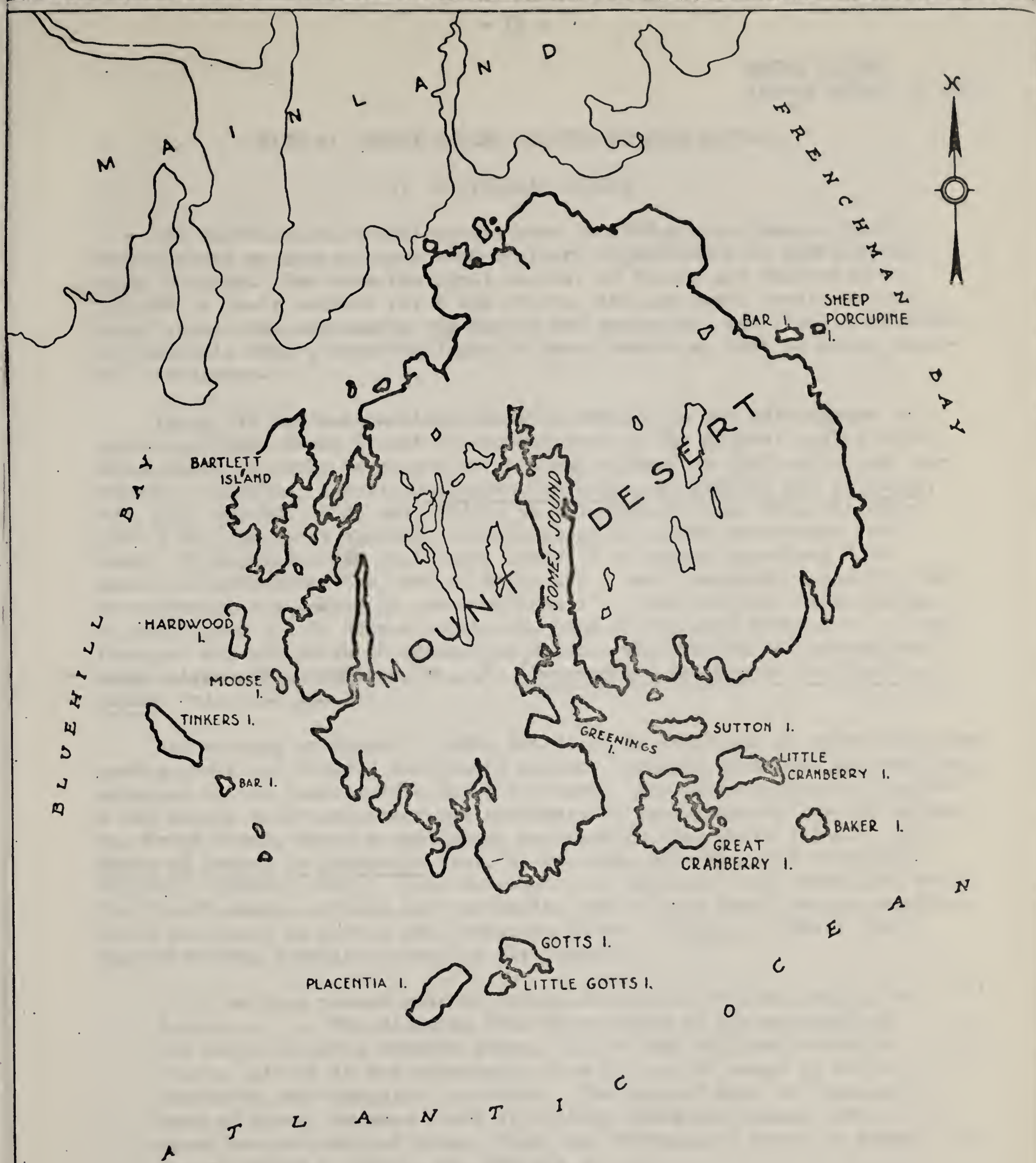

THE TOWN OF
MOUNT DESERT, 1789

PART A: MOUNT DESERT AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

The territory which was established in 1789 as the town of Mount Desert forms an area of more than ordinary significance in American colonial history. For here the rival empires of France and England first clashed in their contest for a New World. And not until their conflict, waged across two continents and nearly two centuries, was finally resolved in England's favor, were the lands of Mount Desert at last to enjoy peaceful settlement.

Lying off the northeastern coast of America in the 44th degree of north latitude, Mount Desert Island was part of the general region along which Cabot in 1497, Verrazano in 1524 and Gilbert in 1583 sailed and explored. (Purchas, Samuel, Hakluytus Posthumus, or Purchas His Pilrimes, vol. XIV, pp. 300, 303; vol. XVIII, p. 181; vol. XIX, p. 425. Glasgow, 1906.) But the first specific attempt at colonization here dates from 1603. On November 8 of that year, Henry IV of France appointed "our deare and welbeloved the Lord of Monts . . . our Lievtenant generall, for to represent our person in the countries . . . and confines of La Cadia. To begin from the 40 degree to the 46. And in the same distance . . . as farre as may bee done, to establish, extend, and make to bee knowen our name, might and authoritie. . . ." (Documentary History of the State of Maine, vol. VII, pp. 2-3.)

Accordingly on March 7, 1604, the Sieur de Monts and an expedition numbering about one hundred and twenty persons, piloted by Samuel de Champlain, embarked in two vessels from Havre de Grace. The party arrived at Acadia a few months later and proceeded southward to Passamaquoddy Bay and up the St. Croix River, where a settlement was made on Ste. Croix Island. (The Works of Samuel de Champlain, vol. I, pp. 233, 270-274. The Champlain Society, Toronto, 1922.) From this base, on September 2nd, Champlain set forth with twelve sailors and two Indian guides in a small boat to explore along the coast as far as the Penobscot River. (Ibid., p. 280.) On September 5th, Champlain noted in his journal:

> . . . we also passed near an island about four or five leagues in length. . . . The distance from this island to the mainland on the north is not a hundred paces. It is very high and cleft in places, giving it the appearance from the sea of seven or eight mountains one alongside the other. The tops of most of them are bare of trees, because there is nothing there but rocks. The woods consist only of pines, firs, and birches. I named it Mount Desert island. (Ibid., pp. 282-283.)

Champlain conversed with the Indians who rowed out to his boat and told him of the fishing and hunting facilities of the region, but he did not land on the island he had named. (Idem.) Not until 1613 is there a record of French colonists' setting foot on Mount Desert. At the end of May in that year a ship commanded by Captain de la Saussaye set sail from Port Royal, new capital of the Acadian colony. (The Jesuit Relations and Allied Documents, 1610-1791, Reuben Gold Thwaites, ed., vol. III, p. 253. Cleveland, 1897.) On board the vessel "of one hundred tons burthen" were

fifty men, among them the four Jesuit fathers who were France's first missionaries to the savages of the New World; the company had set out "for the place called Kadesquit", now known as Bangor, where a Jesuit mission was to be established. (Ibid., pp. 261, 263.) "But", as Father Biard observed, "God ordained otherwise"; for such a dense fog came over the sea that they could only drift helplessly for two days and two nights and, to quote Biard's own Relation:

> . . . We were moved by our affliction to offer prayers and vows to God, that he might be pleased to deliver us from the danger, and direct us to some good place for his glory. In his goodness he hearkened to us, for when evening came on we began to see the stars, and by morning the fogs had all disappeared. We recognized we were opposite Mount Desert. . . . The pilot turned to the Eastern shore of the Island, and there located us in a large and beautiful port, where we made our thanksgiving to God, raising a Cross and singing to God his praises with the sacrifice of the holy Mass. We called this place and port Saint Sauveur. (Ibid., p. 265.)

Although the company had no intention of remaining at Mount Desert, they were met by friendly Indians who protested to Father Biard "if thou wishest to stay in these regions, why dost thou not remain here with us, who have truly as good and beautiful a place as Kadesquit?" (Ibid., p. 269.) When the Indians went on to tell of their sick chieftain who wished to be baptized before he died, Father Biard could not resist their importunities and accompanied them back to a spot some nine miles distant, probably the place known today as Fernald's Point. There he learned that their story had been only a pretext to bring him and his companions to this part of the Island that its attractiveness as a site for their settlement might be proved to them. (Idem.; cf. Biard's description of this place, quoted in the Southwest Harbor inventory, p. 212.)

The French were content to stay; but dissensions cropped up among them immediately, a principal one being "that la Saussaye, our Captain, amused himself too much in cultivating the land, while all the chiefs of the enterprise were urging him not to employ the laborers for that purpose, but to get to work without delay upon the houses and fortifications." (Ibid., p. 273.) La Saussaye's error was a costly one, for on July 6, 1613, when the French had their tents and houses just begun, Captain Samuel Argall burst upon them in an English man-of-war that bore fourteen pieces of artillery and sixty fighting men. (Ibid., p. 281; vol. IV, p. 9.) To Father Biard, watching on the shore, the English ship seemed to come on "swifter than an arrow, driven by a propitious wind, all screened in pavesade of red, the banners of England flying, and three trumpets and two drums making a horrible din." (Ibid., vol. III, p. 279.) Against the English superiority in men and arms the French were helpless; and Father Gilbert du Thet, who fired a shot against the invaders, was mortally wounded by their return fire, the first casualty of the French-English struggle in the New World. He was buried the same day at the foot of the large cross which the French had erected on their arrival at Mount Desert. (Ibid., p. 283; vol. IV, p. 13.) According to the French account, the victorious English not only came on shore and set fire to the place but "they destroyed, with a sledgehammer, the King's Coat of Arms, engraved on a rock, together with the

arms of said Sieur de Poutrincourt, and those of the Sieur de Monts." (The Genesis of the United States, Alexander Brown, ed., vol. II, p. 727. Boston, 1890.) At any rate, when Captain Argall headed back to the English colony at Jamestown bearing with him as prisoners of war the first colonizers of Mount Desert, he had gained a significant victory for England and her western empire; no second French colony as such was ever planted on the Island.

The incident, it is noteworthy, had immediate diplomatic repercussions in the courts of James I and Louis XIII. For James I of England in April 1606 had granted to the Virginia Company all lands in America "situate, lying, and being all along the Sea Coasts, between four and thirty Degrees of Northerly Latitude from the Equinoctial Line, and five and forty Degrees of the same Latitude. . . ." (Documentary History, vol. VII, p. 8.) The Virginia Council pointed out that the French settlement had been taken "between 43 and 44 degrees, which in express limitation is within his Majesty's grant and is annexed to his royal crown." (Brown, op. cit., p. 731.) Moreover, in November 1620, James did not hesitate to enlarge his claims by establishing all "Limitts in America, lying and being in Breadth from Fourty Degrees of Northerly Latitude . . . to Fourty-eight Degrees of the said Northerly Latitude, and in Length by all the Breadth aforesaid throughout the Maine Land, from Sea to Sea" as a second colony to be "called by the Name of New-England, in America. . . ." (Documentary History, vol. VII, pp. 24, 25.)

Sir Robert Mansell, Vice Admiral of His Majesty's Navy and a patentee of the New England grant, purchased Mount Desert, November 19, 1622, for £ 110; but beyond the record that sometime in 1622 "Captain Squibb took possession of Mount Mansell . . . for Sir Robert's use," there is no further evidence of Mansell's connection with the Island. (Sawtelle, William Otis, "Mount Desert: Champlain to Bernard," Sprague's Journal of Maine History, vol. XIII, p. 137.) Even the name, "Mount Mansell", was not to persist long; although it is of interest to note John Winthrop's entry in his journal for June 8, 1630, that he had sighted Mount Mansell from the ship Arbella, bearing English colonists to Salem. (Winthrop, John, The History of New England, vol. I, p. 27. Boston, 1853.)

The next grant of title to territory including Mount Desert was made in 1664 when Charles II granted James, Duke of York, all lands between the St. Croix River and Pemaquid. (Documentary History, vol. VII, pp. 306-307.) But the English as yet attempted no colonization of Mount Desert, and for the next few decades it continued to serve principally as a hunting ground for the Penobscot tribes. When in 1688 Sir Edmund Andros, Governor of New England, ordered a census of all persons living between the Penobscot and St. Croix Rivers, the only white settlers discovered on Mount Desert were two English families and, on the eastern side of Mount Desert, "Cadolick and wife." (Collections of the Massachusetts Historical Society, Third Series, vol. I, p. 82.)

Sieur de la Mothe Cadillac, to cite his full name, on July 23, 1688, had been granted by the Governor and Council of Canada the "place called Donaquec . . . together with the island of Mountdesert . . . under the title of fief and seigniory . . . he being obliged ro render fealty and homage at the Castle and Fort of Acadia . . . and to pay the customary dues at each and every mutation of proprietor. . . ." (Documentary History, vol. VII, pp. 383-384.)

Louis XIV confirmed Cadillac's title in the year following; but, as Governor Bernard has recorded, "In 1690, War being declared between France & England, The Colony of Massachusetts fitted out an armament at their own expence & conquered the whole Territory between Penobscot & St. Croix, & entirely removed the few french who were settled there from thence." (Papers of Sir Francis Bernard, vol. X, p. 83. Sparks Collection, Harvard University.) And in 1691, William and Mary in recognition of the conquest ordained that "the Collony of Massachusetts Bay and Collony of New Plymouth the Province of Main the Territorie called Acadia or Nova Scotia and the said province of Main be Erected Vnited and Incorporated . . . into One reall Province by the Name of our Province of the Massachusetts Bay. . . ." (Documentary History, vol. VII, pp. 5-6.) But for the rest of his days, Sieur de la Mothe Cadillac, ignoring England's conquest of his domain, continued to sign himself "the Lord of Mount Desert".

Until 1761, however, there is little record of Mount Desert except in the accounts of New Englanders making expeditions to the Island from time to time for fishing or occasionally "with Design of Captivating and Killing the Indian Enemy," being encouraged thereto by the three hundred pound bounty on Indian scalps declared in a Massachusetts Province resolve of June 1757. (Ibid., vol. XIII, pp. 76-77, 190-191.) Governor Pownall went a step further to encourage English penetration of the region by erecting in 1759 a "Very respectable fort on the River Penobscot". (Bernard Papers, vol. X, p. 89.) Coincidentally, it was in the same year, 1759, that General Wolfe routed the French on the Plains of Abraham above Quebec, and cleared the way at last for the peaceful settlement of Mount Desert.

To Alexander Somes of Gloucester goes the distinction of being the first permanent settler on the Island. In a letter written in April 1816 to Eben Parsons, Somes has described how he and a companion on a fishing expedition "discovered" Mount Desert in 1755 , when the Island was inhabited only by Indians. (Cf. text in Southwest Harbor inventory, p. 212.) In a second letter of the same date, Somes stated "the facts concerning my Settling on the farm I now live in the Town of Mount Desert":

> . . . sometime before the French War was over I received a letter from Sir Francis Barnard inviting me to go to Boston for in it he wanted to see me - Accordingly I went to see him, He asked me if I did not want a farm on the Island on Mount Desert I excepted the proposal he likewise requested me to procure as many Setlers as I could to go with me to setle the Land. I accordingly came down immediately after the War was over and peace ratified between Great Britain and the French & Indians - so that I could be safe in moving into the Wilderness; I came to this place which was in the Autumn of the year 1761 and made a pitch on this Lot I now live and in June the year following I moved my family and setled on the same lot, and have occupied the same ever since. . . . (Letter of A. Somes, April 20, 1816. Ms. in the Boston Public Library.)

Sir Francis Bernard, Governor of Massachusetts, had petitioned and secured from the Massachusetts General Court on February 27, 1762, the grant of Mount Desert Island. (Massachusetts Province Laws, Appendix, vol. XII, 1762, ch. 396, sec. 1,) The patent was not confirmed by the Privy Council until nine years later, March 28, 1771, by which time Bernard had left New

England never to return again. (Acts of the Privy Council of England, Colonial Series, Grant and Monroe, ed., vol. V, p. 220; vol. VI, p. 504.) But during the period in which his title was under dispute, Governor Bernard proceeded energetically with "the avowed purport . . . to establish a new Town in a Wilderness," for he thought it "better for him to enter upon the Island under an imperfect title, than to suffer it to be possessed and wasted by Persons who can pretend to no Title at all." (Bernard Papers, vol. X, pp. 53, 55.)

In October 1762 Bernard came to Mount Desert to survey his holdings; he conversed with the settlers he found there, took stock of the Island's many natural resources, and returned to plan its settlement. (For the text of Bernard's proposals, cf. Southwest Harbor inventory, p. 213.) In a memorial enclosed with his letter of December 1, 1762, to Governor Pownall, he wrote that "he would settle a township there by grants of lands to the Settlers thereof wholly gratuitous & free from any charge whatsoever. And He accordingly received proposals from upwards of 60 families to settle there. . . ." (Bernard Papers, vol. X, pp. 51-52.)

How swiftly the settlement progressed is suggested in a protest made by the Passamaquoddy Indians to Governor Bernard, in June 1763, that they thought it "Hard That you Settle The Lands That God Gave to Us Whouth making us Sum Considiration", to which Bernard promptly replied that the authorized settlement of Mount Desert was made on lands which the Indians had not inhabited for many years past. (Documentary History, vol. XXIV, pp. 114-115.) Certainly it was a vigorous New England community which five years later, in 1768, petitioned Governor Bernard:

> We the inhabants of mount desart Humbly Craves your Excelencys Proteccon against the In-Crossins of the Naboring inhabents made upon us Consarning hay for we Cannot Git hay on ye island to keepe our Stoks other People Cut the hay before it Gits its Groth so that they Spoil the marsh . . . we have Cleared Rodes too . . . Last Summer the People Came from the Townshep of No. Six and Cut Part of the North East marsh where we have had a Rode this five yeare . . . we would further inform your Excelency that Vesels hands & others make a Practis of Coming to this island and Cutting Lumber Such as Staves Shingles and Clapboards and other Lumber which will much Dis coureg future Settlers . . . (Bernard Papers, vol. XI, pp. 271-272.)

Parenthetically, it is interesting to observe the comment on Mount Desert which appears in the September 1771 report of the commissioners on Machias, ". . . the Land there is extremely good . . . there was or might have been mowed there a thousand Tuns of fine Salt hay this year, and a vast quantity of fresh and English grass. There are on it many stately Trees fit for Royal Masts." (Documentary History, vol. XIV, p. 141.)

The settlement at Mount Desert gained its first political organization under authority of a blanket resolve of the Massachusetts General Court, approved February 17, 1776. In order more effectively to conduct the Revolutionary War, the General Court empowered all unorganized plantations within the Colony to call meetings of their inhabitants with "the Same privilege of choosing Committees of Correspondence Inspection & Safety as if they were incorporated into a Town." (Massachusetts Province Laws, Appendix, vol. XIV,

1776, ch. 675, sec. 1.) On March 12, 1776, Stephen Richardson of Mount Desert was required "According to a Late Resolve of this Colloney" to warn all freeholders and other inhabitants "of the Islands of Mount Desert and the Cranberrys and Placentea Islands to assemble . . . at the House of the above named Stephen Richardson on Satterday the thirtyeth Day of this instant March. . . ." (Town Meeting Records, vol. I, p. 20.) The first meeting was duly held as notified and elected five men as a committee of safety, correspondence and inspection for the ensuing year; but the principal discussion of the first meeting, as of later ones, centered on the construction of roads and the protection of community resources against encroachments of outsiders. (Cf. office sketches of the road commissioners and meadows committee, pp. 58 and 70 of the present inventory.)

The election of Mount Desert's committee of safety occurred annually from 1776 through 1780, and in those years the plantation showed a signal devotion to the Revolutionary cause. This is the more noteworthy because of the perils that surrounded the inhabitants in their unprotected island position. A petition of this period from settlers of the Frenchman's Bay region, including representatives of Mount Desert, reveals the spirit of the community:

> Whereas the usual Communication is stop'd, both as to Exportations and Importations, we are thereby Rendered unable to provide the Necessaries of Life for ourselves & fameles & for the want of Ammunition &c we are unable to Defend ourselves against our Enemies should an Attempt be made to take our Cattle, they must Necessarily fall an Easy pray, we therefore pray that you would take our distressful Situation into your Serious Consideration and afford us such Assistance as shall seem to you most meet . . . in mean time we are your distressed tho faithful friends in the Common Struggle. . . . (Documentary History, vol. XXIV, pp. 164-165.)

Very early in the war British sloops began patrolling the coast, especially between Narraguagus and Mount Desert, and in 1779 the situation was made more intolerable when the British built a fort on the Penobscot and proceeded to force town after town in the inadequately defended region to capitulate. (Ibid., vol. XIV, pp. 359, 441; vol. XV, p. 17; vol. XIX, p. 33.) For two years, however, Mount Desert withstood every enemy pressure. Thus for example, John Preble, an agent stationed at Frenchman's Bay, reported in a letter dated October 7, 1779, that Mount Desert was "determind not to go into the fort & take the Oath nor assist them in Erectting any fortifycations against us"; and this despite the additional fact that "these worthy Inhabitants [are] daily Expos'd to their Resentment & are threatned with fire & Sword if they will not submit to their Tyrannical Orders to Come into the Fort to Work." (Ibid., vol. XVII, p. 363.)

But at last, toward the close of 1780, Mount Desert too was forced to submit. From Colonel John Allen's letter, dated January 26, 1781, to the authorities in Boston, we learn that all but a handful of the community, "in a Manner surrounded with Torys under every Disadvantage by Sea & Land", had at last been up to the fort and taken the oath of allegiance. (Ibid., vol. XIX, pp. 110-111.)

With the conclusion of the war, however, Mount Desert came under the jurisdiction of the newly constituted Commonwealth of Massachusetts. In 1779,

the General Court had confiscated Sir Francis Bernard's lands, including Mount Desert, because of the Tory Governor's loyalty to the British government; but Sir Francis's heir, John Bernard, being able to prove to the Assembly "the uniformity, consistency, and propriety" of his own political conduct during the war, was rewarded in 1785 with a grant of one-half of the Island of Mount Desert. (Massachusetts Province Laws, 1779, ch. 48, sec. 1; Massachusetts Acts and Resolves, 1785, May Session, ch. 43.)

In France, meanwhile, the old Cadillac claims had passed on to a grand daughter, Maria Therèse de la Mothe Cadillac de Gregoire. Mme. de Gregoire and her husband presented a joint petition to the General Court for recognition of their claims to the Island, taking care to accompany the petition with a letter from the Marquis de la Fayette. The Court, disposed "to cultivate a mutual Confidence and Union between the Subjects of his Most Christian Majesty and the Citizens of this State, and to cement that Confidence & Union by every Act of the most liberal Justice," on June 29, 1787, granted the de Gregoires the other half of Mount Desert, subject to their becoming naturalized, and this was accomplished by a legislative act of October 1787. (Ibid., 1787, May Session, ch. 84; October Session, ch. 16.)

Thus, for a brief interval, Mount Desert was peacefully held in common by English born and French born proprietors. Bernard never established residence at Mount Desert, but the de Gregoires, who appear as resident taxpayers in the earliest Eden valuation books, lived out their lives and were buried on the Island in the early nineteenth century. (Street, George E., Mount Desert, A History, pp. 135-136. Boston, 1926.) Although within two decades neither Bernard nor the de Gregoires owned one acre of land on Mount Desert, having dissipated their fortunes through mortgages and debt, the importance of the two grants lies in the fact that all modern titles to lands on the Island derive from either one or the other.

Between 1780 and 1789, Mount Desert was without any government, for by swearing allegiance to the British in 1780 the community had lost its identity as a government responsible to the Massachusetts General Court. But on February 17, 1789, the General Court provided that "the plantation called Mount Desert, together with the islands called Cranberry island, Bartlett's island, Robertson's island & Beech island together with the inhabitants thereof be & they hereby are incorporated into a town by the name of Mound Desert." (Massachusetts Acts and Resolves, 1788, December Session, ch. 75.)

The first official act of the townspeople was to take an oath of allegiance to the Commonwealth of Massachusetts, abjuring "all Allegiance Subjection and Obedience to the King and Government of Great Britain & every other Foreign Power"; the town record book shows the signatures of one hundred six subscribers to this oath. (Town Meeting Records, vol. I, p. 26.)

Then turning to the needs of the community, the town made provisions for its schools and its church. The meeting of June 14, 1790, "Voted for a School for this Present year Eaighteen Pounds", and the September meeting of the same year divided the township into nine school districts. (Ibid., pp. 30, 31.) As early as 1772, and from that year on, Mount Desert was periodically visited by itinerant Congregational and Baptist preachers; there is record of "a very extensive revival on the northern side of the Island" in 1790 when the Baptist Elders Snow and Case arrived on a mission; and in October 1792 a

lay group of fourteen townspeople drew up a covenant and formed themselves into the pastorless Mount Desert Congregational Church. (Clark, Calvin M., History of the Congregational Churches in Maine, vol. II, pp. 325-326. Portland, 1935. Millet, Joshua, A History of the Baptists in Maine, p. 30 . Portland, 1845.) But the town's concern at being without a resident minister is indicated in the meeting vote of April 1, 1793, to "Send to the Westward for a Minister . . . to Preach the Gospel to us & we will Make said Candadate good for his time & Expense." (Town Meeting Records, vol. I, p. 40.) The town was without success in obtaining a candidate until 1801 when Mr. Ebenezer Eaton came to serve the Congregational Church and to be the town's first settled minister; the church records show that the town vote in 1800 to build two meeting houses had been carried out before 1802, when both buildings were in use. (Clark, op. cit., p. 326.)

From the beginning of the nineteenth century, Mount Desert's history begins to be divided, as the township itself became divided, into the individual histories of the various communities set off from the parent town between 1796 and 1848. Mount Desert included by its act of incorporation in 1789 not only the sixty thousand acres of the Island proper but several thousand additional acres of adjacent islands, making its total area approximately one hundred square miles. With inadequate roads and transportation facilities to unite the scattered settlements on the main island and the lesser islands, the town's division was an inevitable development. The first division occurred in 1796, when the northern third of Mount Desert Island was set off as the town of Eden, now Bar Harbor. (Cf. pp. 81-83.) In 1830, Great Cranberry, Little Cranberry, Sutton's and Baker's Islands were separately incorporated as the town of Cranberry Isles. (Cf. pp. 147-148.) The town of Seaville's incorporation in 1837 set off Bartlett's, Hardwood, Tinker's, Ship, Bar and Trumpet Islands, in Blue Hill Bay; but when this incorporation was rescinded in 1858, Bartlett's Island was once more returned to Mount Desert. (Cf. pp. 172-173.) Placentia Island, which had been included in Mount Desert Plantation before it achieved township status, in 1840 became part of the newly organized Long Island Plantation. (From a copy of Long Island's first plantation meeting, October 24, 1840. Ms. in the Department of State, State of Maine.) In 1848, the southern third of Mount Desert Island was set off as the town of Tremont, later itself divided to form the additional town of Southwest Harbor. (Cf. pp. 180-181; 212-214.) Except for the return of Bartlett's Island in 1858, already mentioned, Mount Desert's town bounds have remained unchanged since 1848.

The economic development of Mount Desert has depended largely on the natural resources of the Island itself. What these resources were at the beginning of the Island's settlement is best summarized by the anonymous officer on Governor Bernard's ship Cygnet who wrote in 1762:

> . . . Its natural Productions are oak, Beech, Maple, & all Sorts of Spruce & Pines to a large Dimension . . . & many other sorts of wood, we know no name for . . . Fruits, such as Rasberrys, Strawberrys, Cranberrys of two sorts, Gooseberrys & Currants: It has . . . a number of Ponds, with runs fit for mills, Quantities of Marble, & its generally thought from the appearance of many Parts of the Land there are Iron & Copper Ore. . . . But the most valuable part of this Island is the extraordinary fine Harbour in it. . . . Codfish is ever taken in any Quantitys with very convenient Beaches for drying & curing them. . . . There are great Quantitys of Pease sufficient to feed innumerable Numbers of Herds

& Cattle, a great Quantity of Cherries, both which are natural to the Island. (Bernard Papers, vol. X, pp. 211-213.)

Exploiting these remarkable resources, the townspeople at first engaged individually in fishing, lumbering, ship-building, and some quarrying. A native, describing the Island industries of 1837, lists the Mount Desert village of Somesville as the most important business centre on the Island and itemizes its establishments as "one small store, one tan yard, two ship yards, one bark mill, one saw mill, one lath mill, one shingle mill, one grist mill and one school house in which schools and meetings were held." (Street, op. cit., p. 247.) These same industries persist in the Mount Desert business directory for 1871, which lists thirteen shipbuilders, carpenters and joiners; eleven herring fish curers; nine lumber dealers and four lumber mills; one wool carder and manufacturer; and four blacksmiths and a tinsmith. (Mount Desert Island, and the Cranberry Isles, N. K. Sawyer, printer, pp. 42-45. Ellsworth, 1871.)

The Civil War interrupted for only a decade Mount Desert's development as a summer colony, just beginning in 1855. (Street, op. cit., p. 295.) The discovery of this new resource has fundamentally affected the life of the community; and in the midst of the real estate agencies, hotels and restaurants, theatres, drug stores and beauty shops listed in the current business directory it is difficult to discover the vestiges of the town's earlier industries. (Cf. Maine Register, pp. 711-713. Portland, 1937.) Mount Desert's summer colony is primarily one of non-resident proprietors rather than of tourists; of the total town valuation of $3,855,529, for the year 1936, real estate owned by the non-residents made up $2,622,220; in the same year, the town valued its shipping at $60, its small boats at $17,040, its logs and lumber at $80 and $480 respectively; and it listed no mills whatever. (Forty-Sixth Annual Report of the Bureau of Taxation, Property Division, of the State of Maine, 1936, pp. 30-34.)

The census figures for Mount Desert show that, despite a shrinkage in town area to about one-third the original extent, and also despite a complete change in the town's principal industries, the population has consistently increased. At the first census in 1790, 132 families were listed, and of the total population of 744, none were slaves and only one, from his name apparently Indian, was not of native white stock; in the tabulation of heads of families, the names most frequently recurring were those of Richardson, Gott, Higgins, Stanley, Bartlett, Bunker, and Thomas. (Heads of Families at the First Census of the United States Taken in 1790, Maine, pp. 9, 29.) In 1850, after the separation from Mount Desert of the towns of Eden, Cranberry Isles, Seaville, and Tremont, the population was 782; by 1880 it had leaped to 1,017. (Seventh Census of the United States, 1850, p. 4. Tenth Census of the United States, 1880, p. 200.) In 1930, Mount Desert's population had reached a new peak of 2,022, approximately 84% of the total being native white. (Fifteenth Census of the United States, 1930, vol. III, part 1, Population, p. 1035.)

Almost unrecognizable in the thriving community of Mount Desert today are the various yesterdays of which it has been compounded. This has been a chronicle of those days: as Indian hunting ground, as colony of France's first Catholic missionaries to the New World, as fuedal domain of a great French lord and explorer, and finally as the island town built by English settlers "moving into the Wilderness", a wilderness Champlain had named Mount Desert, "because there is nothing there but rocks."

2. GOVERNMENTAL ORGANIZATION

The pattern of Mount Desert's government was defined in certain laws enacted by the Massachusetts General Court in the decade 1780-90, and principally in the 1785 "Act for regulating Towns, setting forth their Powers and for the choice of Town Officers" which superseded all previous Massachusetts laws on the subject. By this act, all legal town voters were required to assemble annually to choose by majority vote their town officers for the year ensuing; by definition, legal voters were only those townspeople who paid in addition to the poll tax a property tax equal to at least two-thirds of one poll tax; in 1811 the property restriction was lifted, and voting privileges were extended to all residents except town paupers. (Massachusetts Acts and Resolves, 1785, ch. 75; 1811, ch. 114.) No action taken at the annual meeting or any other meeting, however, had any legal force "unless the subject matter thereof be inserted in the warrant for calling the meeting" which the selectmen were required to issue; but the same act provided that "when ten or more of the freeholders . . . shall signify in writing their desire to have any matter or thing inserted in a warrant for calling a meeting, the Selectmen are hereby required to insert the same in the next warrant they shall issue for a meeting, or call a meeting for the express purpose thereof. . . ." (Ibid., 1785, ch. 75.)

The authority of the town meeting to regulate town affairs was direct and inclusive; in addition to electing certain major town officers "and other usual Town Officers" by ballot or any other method agreed upon, the voters were empowered to "grant and vote such . . . sums of money, as they shall judge necessary for the settlement, maintenance and support of the ministry, schools, the poor, and other necessary charges . . . and they are also hereby empowered to make . . . such necessary rules, orders and by-laws for the directing, managing and ordering the prudential affairs of such town, as they shall judge most conducive to the peace, welfare and good order thereof . . . And may also allow and approve of any town or private way laid out by the Selectmen . . . or alter or discontinue any town or private way. . . ." (Idem.) The same act established the legal status of the town as a body politic and corporate, capable of prosecuting or defending "any suit or action in any Court proper to try the same". (Idem.)

Mount Desert's first political organization was as a plantation whose voters were directed by the General Court to hold meetings "as if they were incorporated into a Town." (Massachusetts Province Laws, Appendix, vol. XIV, 1776, ch. 675, sec. 1.) Between March 30, 1776, and April 11, 1780, the plantation held eight meetings and elected the following officers: in all five years, a moderator, committee of correspondence, safety, and inspection, and plantation clerk; in the years 1776-78 only, a treasurer, meadows committee, road committee, and road surveyors. (Town Meeting Records, vol. I, pp. 20-24.) The plantation's committee of correspondence served actually as the administrative backbone of the government taking the place as far as was necessary of all other offices not specifically filled. Thus in acting on the meeting warrant of March 3, 1777: "to choose all such Plantation assessors as shall be thought Necessary" the action, almost in afterthought, was to designate its corresponding committee as assessors; assessors are mentioned in no other year.

(Ibid., p. 22.) The manner in which the community assessed and met its own taxes is demonstrated in the vote of the meeting of February 1, 1779, "that Mr. Stephen Richardson acounyet is Excepted & that each subscriber pay three Shillings Lawful money to James Richardson on or before our next annual Meeting and that s^{d} James Pay off s^{d} Stephen's Acounyet for going to ye General court in behalf of this Island in October 1776." (Ibid., p. 24.)

Thomas Jefferson characterized the town meeting as "the wisest invention ever devised by the wit of man for the perfect exercise of self government and for its preservation"; his point is well illustrated in the action of Mount Desert's meeting on June 1, 1778. Called "for ye Approbation or Disapprobation of a form of Government", the meeting voted its approval with the following amendments:

> 1st any Parson or Parsons shall have free Liberty to Partition the Governer and Senate & house of Representatives as often as they shall find occasion
>
> 2^{ly} that any member of ye Senate or House of Representatives shall have free Liberty to speak his mind in ye Senate or House of Representatives without being Questioned afterwards
>
> 3^{ly} that ye Governor Lue^{tt} Governor or any Senator or any member of the house of Representatives having been Elected three or four years sucsefly shall not be Chousen again for three or four years afterwards
>
> 3 Votes approved with the 3 above amendments & 2 objactions as followeth Article ye 6th against each town Paying the Expense of there own Representative Article ye 17th against the Governor Marching ye Militia without Consent of ye Senate (Ibid., p. 23.)

On April 6, 1789, after nine years without a formal government, Mount Desert's legal voters assembled for their first town meeting, according to the directions of the Massachusetts General Court's incorporating act. (Massachusetts Acts and Resolves, 1788, December Session, ch. 75.) The meeting elected these officers: a moderator, town clerk, five selectmen instructed to act also as assessors, a treasurer, two constables to do the additional duty of tax collectors, two highway surveyors, four surveyors of boards, and five deer reeves; John Hancock and Samuel Adams were the town's choice in the election of governor and lieutenant governor of the Commonwealth. (Town Meeting Records, vol. I, pp. 27-28.)

Of the fourteen offices established at the first meeting, only seven, those of moderator, clerk, selectmen, assessors, treasurer, constables and tax collector, persist to the present. Most of the active town offices of today were established after the first meeting as follows: 1807, school committee; 1831, overseers of the poor; 1852, road commissioners; 1853, sealer of weights and measures; 1878, superintendent of schools; 1888, truant officers; 1894, election clerks; 1898, police officer; 1913, fire chief; 1914, milk inspector and plumbing inspector; 1916, deputy fire wardens; 1921, health nurse; 1922, health officer; 1928, harbor master and planning committee; and 1932, town manager. (Ibid., vols. I-X, passim.) Twenty-six town-established offices which have outlived their usefulness include: among those created

at the first meeting, surveyors of boards, cullers of staves, highway surveyors, deer reeves, hog reeves, tythingmen, and fence viewers; among those established at later meetings: 1790, surveyors of cords; 1791, cullers of dry fish, field drivers, and wardens; 1792, pound keeper; 1793, fish wardens and surveyors of shingles; 1794, sealer of leather; 1796, fish committee; 1798, school treasurer and surveyors of drift lumber; 1799, surveyors of plank, boards, and joist; 1800, surveyors of plank, boards, and slitwork; 1812, committee of correspondence, safety, and inspection; 1822, fish and game wardens and school agents; 1839, town agent; 1894, board of health; and 1927, town engineer. (Idem.)

There has been little question of the town meeting as a democratic force in Maine's agrarian and individualistic society up to the mid-nineteenth century. But many Maine towns are today recognizing that their town meeting machinery requires thoughtful modification if it is to be used for "the perfect exercise of self government" and the fulfillment of the numerous new functions essential in this industrial century.

In three of the five island towns of Mount Desert, where the population has remained under one thousand, this problem is not yet acute. In Mount Desert itself, however, with its more than two thousand citizens, the question has been faced and a solution attempted. The annual March meeting of 1931, by voting to adopt the special legislative act "to Provide Better Government for the Town of Mount Desert", introduced a significant modification of the town meeting organization, the town manager system of government. (Ibid., vol. X, p. 197.) The town manager act does not modify the town meeting itself, nor the rights guaranteed town voters to control warrant articles, elect town officers, and decide on provisions for town charges. What it does is to coordinate the town's administrative machinery, combining certain existing elective offices and centralizing executive responsibility in the specially created office of town manager. Only one division of offices is provided in the requirement that the board of assessors be separately elected from the selectmen; the selectmen themselves, however, are delegated to serve also as superintending school committee, overseers of the poor, and board of road commissioners. (Private and Special Laws, 1929, ch. 97, secs. 2, 5.) The selectmen are given the further responsibility of appointing the town manager, choosing him "solely on the basis of his executive and administrative qualifications". (Ibid., sec. 9.) The act outlines the authority of the town manager as follows: to see that all laws and ordinances are enforced; to exercise control over all town departments; with the selectmen's approval, to fill all appointive offices; to fix the compensation of all appointees; to act as purchasing agent for the town; to attend the meetings of the selectmen and advise them them on measures to be adopted as well as to inform them on the financial status and needs of the town. (Ibid., sec. 10.)

As one of the first six towns in Maine to adopt the town manager form of government, Mount Desert and its municipal experiment are being considered thoughtfully by other communities throughout the state, especially those concerned, like Mount Desert, with the problem of how to modify the inherited forms of town government in order best to preserve its original democratic spirit.

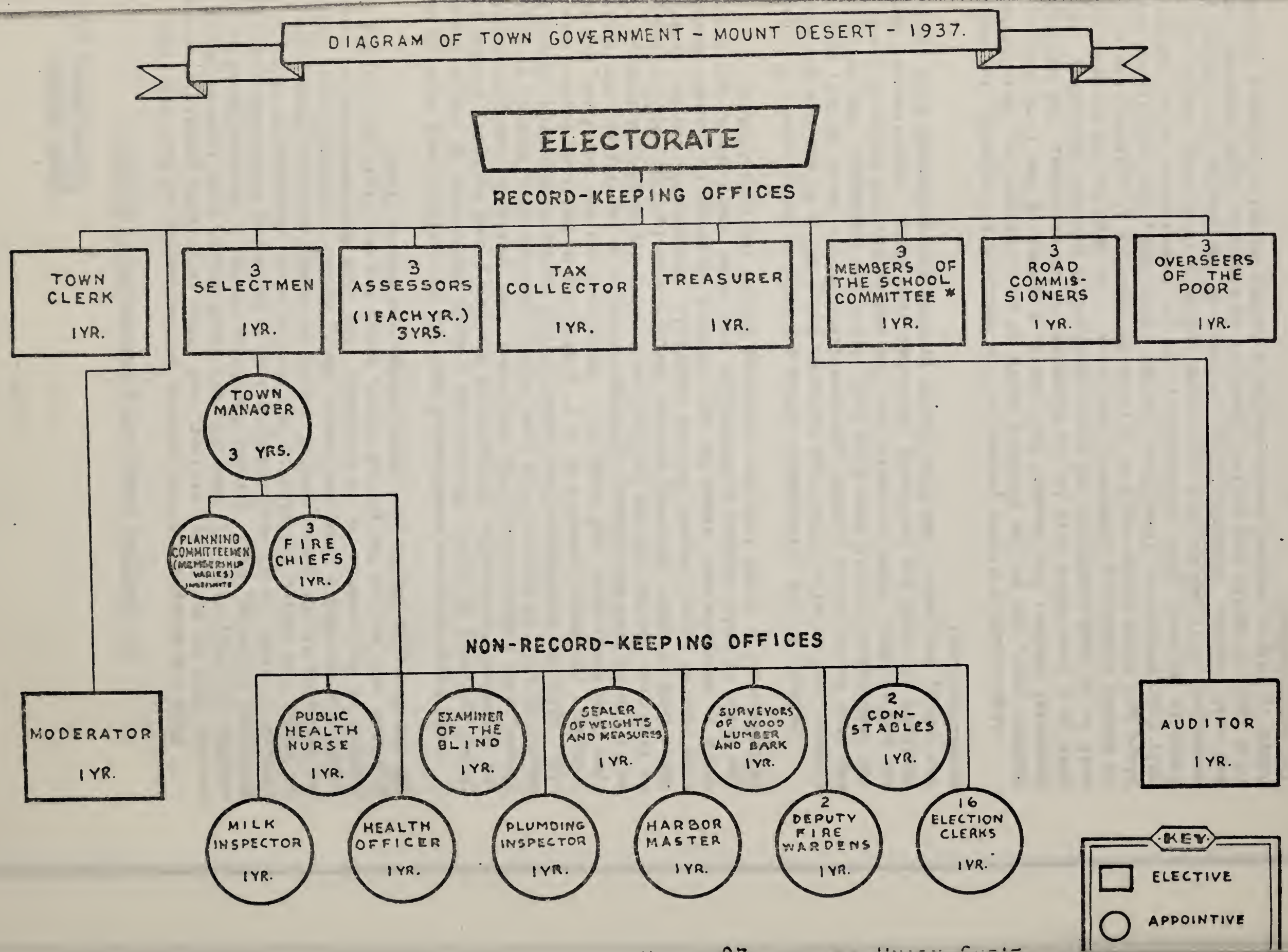
DIAGRAM OF TOWN GOVERNMENT - MOUNT DESERT - 1937.
ELECTORATE
RECORD-KEEPING OFFICES
TOWN CLERK 1 YR.
3 SELECTMEN 1 YR.
3 ASSESSORS (1 EACH YR.) 3 YRS.
TAX COLLECTOR 1 YR.
TREASURER 1 YR.
3 MEMBERS OF THE SCHOOL COMMITTEE * 1 YR.
3 ROAD COMMIS-SIONERS 1 YR.
3 OVERSEERS OF THE POOR 1 YR.
TOWN MANAGER 3 YRS.
PLANNING COMMITTEEMEN (MEMBERSHIP VARIES)
3 FIRE CHIEFS 1 YR.
NON-RECORD-KEEPING OFFICES
MODERATOR 1 YR.
PUBLIC HEALTH NURSE 1 YR.
EXAMINER OF THE BLIND 1 YR.
SEALER OF WEIGHTS AND MEASURES 1 YR.
SURVEYORS OF WOOD LUMBER AND BARK 1 YR.
2 CON-STABLES 1 YR.
AUDITOR 1 YR.
MILK INSPECTOR 1 YR.
HEALTH OFFICER 1 YR.
PLUMBING INSPECTOR 1 YR.
HARBOR MASTER 1 YR.
2 DEPUTY FIRE WARDENS 1 YR.
16 ELECTION CLERKS 1 YR.
KEY
ELECTIVE
APPOINTIVE

3. HOUSING, CARE, AND ACCESSIBILITY OF RECORDS

With the exception of the records in the custody of the town clerk, the one set kept by the health officer, and those in private possession listed in entries 16, 102, 119, 127, and 131, all Mount Desert town records are in the Municipal Building, Main Street, Northeast Harbor. The main building, erected in 1916, is of wood construction; a brick and stucco addition was made in 1933. The entire building is two stories high, measures 60' x 30' x 26', and contains 46,800 cubic feet of space; it is approximately twenty-five percent fireproof and a fireproof vault, safe, and file cabinets house eighty percent of the records in the building. The fire department engine house and a police cell are on the ground floor, while the municipal offices and vault and the American Legion club rooms occupy the second floor.

The town vault was constructed when the new addition was made to the Municipal Building in 1933. It contains a large percentage of the archives of the selectmen, assessors, overseers of the poor, town manager, former town engineer, road commissioners, tax collector, and treasurer, and approximately twenty percent of those of the town clerk; the remaining records of those agencies, with the exception of the clerk's, are in the selectmen's office adjoining. The vault measures 8' x 8' x 8'6", is of moderate temperature, and is free from dust, soot, and dampness. The cement ceiling and floor and brick walls are in good condition. Although there is no ventilator, the vault door is left open during the day so that the records are kept well aired. Fifty-three feet of steel shelving contain twenty-three feet of bound volumes and nine feet of miscellaneous unbound material. The records are not crowded, and there is adequate wall space for new shelving whenever it becomes necessary. The vault is well lighted electrically, but since there are no accommodations, records must be taken into the adjoining office for consultation.

Records in the selectmen's office are kept in desks, steel file cabinets, closets, and a safe. This room measures 24' x 16' x 9' and has six windows and four doors, which provide good ventilation; it has a normal, well regulated temperature and is free from dust, soot, and dampness. The records here are not crowded, there is ample room for expansion, and those in the file cabinets and safe are partially protected from fire. Good electric lighting, one table, two desks, and five chairs provide the researcher with satisfactory accommodations.

Approximately eighty percent of the town clerk's records, including the current ones, are in the clothing store of L. E. Holmes Co., Main Street, Northeast Harbor; the present town clerk, a member of the firm, keeps his records in a town-owned safe in the basement of the building. The building itself is in good condition and about twenty-five percent fireproof. The safe is almost completely fireproof, but since it is kept in the basement of the store and since there would be difficulty removing it quickly, the records have only fair protection from fire. On the other hand, the safe is not crowded, there is no soot, dust, or dampness, and the temperature in the basement is moderate, so it can be said that under ordinary conditions the records here are well housed. Accommodations for users of the records are limited because of a lack of tables and chairs; there is an electric light over the safe but there is only a crowded bench available nearby on which to place the records for consultation.

Housing, Care, & Accessibility of Records

MOUNT DESERT
(first entry, p. 28)

The health officer keeps his two volumes of records at his residence in Seal Harbor. The fire chief's record of fires is filed in a steel cabinet in the engine house on the ground floor of the Municipal Building.

All Mount Desert records are in good condition, except two early volumes of town meeting records, 1776-1820, 1826-41 (entry 1), and volume 2 of the road records (entry 24). The Survey recommends that those volumes be rebound and repaired. The first volume of town meeting records, especially, is in such poor condition from a century and a half of constant handling that it cannot now be used, and although a typewritten copy of it is available the original record should not be allowed to disintegrate entirely.

Housing facilities in Mount Desert are, perhaps, better than the average for towns of equal size. The town vault is new, and the records in the selectmen's office adjoining are filed in an orderly manner. The Municipal Building and the store in which the town clerk's records are kept are centrally located; both buildings are on Main Street and almost directly opposite each other. A town official is on duty daily at each place and is willing to cooperate with persons interested in consulting the records. The Survey can make no important recommendations for improving Mount Desert housing facilities.

PART B: TOWN OFFICES AND THEIR RECORDS

I. TOWN CLERK

The office of clerk in Mount Desert goes back to the first organized meeting of the community as a plantation on March 30, 1776, when the inhabitants elected James Richardson clerk and voted "that a book be Provided for Records for this Destrect by Subscription". (Town Meeting Records, vol. I, pp. 20, 21.) The office existed through the plantation period, 1776-80, was discontinued with the loss of plantation status in the years 1781-88, and with the reorganization of the community into an incorporated township in 1789 was once more filled when the same James Richardson was elected and sworn into office by the moderator. (Ibid., p. 27.) The office has never been vacant since that time, an election being made annually. For the clerk's annual report, see entry 27.

Plantation and Town Meetings
(See also entry 28)

1. RECORD OF MOUNT DESERT TOWN MEETINGS, 1776--. 10 vols. (8 unmarked, 9-10). Transcript, 1 additional vol., 1776-1820. Title varies: Record.

Copy of the order from the Massachusetts General Court authorizing the formation of Mount Desert Plantation, Feb. 13, 1776; warrants, returns of warrants, and minutes of plantation meetings, 1776-80. Copy of the act of the Massachusetts General Court incorporating the town of Mount Desert, Feb. 16, 1789. Warrants and returns of warrants of regular and special town meetings. Minutes of meetings showing actions taken on warrants and including: results of local, state, and national elections; oaths of elected officers; resignations of officers; resolutions to warn undesirable residents to leave town; approval of jury lists, 1789-1934; record of the formation of nine school districts, 1790, re-definition of district boundaries, 1791-1846, and record of appropriations for school district maintenance, 1790-1842; record of adoption of school text books, 1890, 1895-96; record of acceptance or rejection of roads laid out by the selectmen, 1789-- (irregularly). The following miscellaneous records are entered outside the town meeting minutes in these volumes: appointments and oaths of appointed officers; births, 1776-1830; intentions and marriages, 1776-1853; deaths, 1776-1855; citizens' petitions for roads and descriptions of roads laid out, 1794-1870 (irregularly); description of dividing line between Mount Desert and Eden (named Bar Harbor in 1918), 1796; result of a perambulation of town lines, 1860; fence viewers' decisions, 1858-59; registration of sheep and cattle marks, 1777-1820; tax collectors' notices and returns of tax sales, 1797-1907 (irregularly); registration of aliens living in the town at the outbreak of the World War, 1917; copies of victualers' licenses, 1896-97; copies of petitions from and permits granted public utilities to erect and maintain poles and wires, 1891-1925. Arr. chron.; but in 2nd vol. 1842-46 minutes precede those for 1821-26, and 3rd vol. supplies records for gap in 2nd, 1826-41. 1776-1820 (including transcript), 1847--, indexed alph. by names and subjects; 1821-46, not indexed. Hdw. to 1922 (transcript typed); typed, 1923--. 2 vols., 1776-1820, 1826-41, condition poor. Vols. aver. 500 pp. 16½ x 10 3/4 x 2. 8 vols. (including transcript), 1776-1820, 1826-41, 1847-1916, vt., Mun. Bldg., Main St., Northeast Harbor; 1 vol., 1821-46, 2 vols., 1916--, safe, clothing store of L. Lawrie Holmes, t. c., Main St., Northeast Harbor.

Births, 1799-1891, see entry 2; 1892--, see entry 5. Intentions of marriage, 1853-91, see entry 4; 1892--, see entry 6. Marriages, 1853-91, see entry 4; 1892--, see entry 7. Deaths, 1812-95, see entry 2; 1892--, see entry 8. Records of town roads, 1822--, see entry 24. Perambulation of town lines, 1857--, see entry 24. Sheep and cattle marks, 1826-83, see entry 14. Appointments of town officers (selectmen's record), 1855-1926, see entry 73; 1932--, see entry 29; (town manager's record), 1934--, see entry 93. Public utilities petitions and permits, 1926--, see entry 24; original petitions and permits, 1924--, see entry 45. Victualers' licenses, 1913--, see entry 42.

Vital Statistics
(See also entries 1, 54)

2. RECORD, BIRTHS AND DEATHS, MT. DESERT, 1799-1895. 2 vols. (2-3). Record of births, 1799-1891, and deaths, 1812-95. Births give names and birthdates of parents, name of child, and date of birth; deaths give name of deceased and date of death. Births arr. chron. within family units; deaths in vol. 2 arr. in strict chron. order, in vol. 3 arr. chron. in family units; each type of record entered in a separate section of each vol. For index to vol. 2, 1799-1874, see entry 3; vol. 3, 1805-95, indexed alph. by name of child's father (deaths not indexed in this vol.) Hdw. Vols. aver. 100 pp. 9 x 7 x 3/4. Safe, store of t. c.

Births, 1776-1830, see entry 1; 1892--, see entry 5. Deaths, 1776-1855, see entry 1; 1892--, see entry 8.

3. (INDEX TO VOL. 2, RECORD, BIRTHS AND DEATHS, MT. DESERT), undated, circa 1895. 1 vol.

Index to births, 1799-1847, and deaths, 1812-47, in vol. 2, entry 2, compiled circa 1895 and giving name of child's father or name of deceased and page no. of record entry; it is necessary to refer to the record itself before it is possible to determine whether any particular index entry is for a birth or death. Arr. alph. Hdw. 12 pp. 7 7/8 x 6 3/8 x 1/16. Safe, store of t. c.

4. TOWN RECORD OF MOUNT DESERT, INTENTIONS OF MARRIAGES AND CERTIFICATES OF MARRIAGES, 1853-91. 2 vols. (3-4).

Record of intentions of marriage, giving names and residences of contracting parties, date of filing intentions, date marriage certificate issued, and signature of town clerk. Record of marriages, giving names and residences of contracting parties, date and place of marriage, name of person performing ceremony, date recorded, and signature of town clerk. Arr. chron., with each type of record entered in a separate section of each vol. Indexed alph. by name of groom. Hdw. 280 pp. 13½ x 8 3/4 x 1. Safe, store of t. c.

Intentions of marriage, 1776-1853, see entry 1; 1892--, see entry 6. Marriages, 1776-1853, see entry 1; 1892--, see entry 7.

5. RECORD OF BIRTHS, 1892--. 2 vols. 1799-1891 in Record, Births and Deaths, Mt. Desert, entry 2; 1776-1830 also in Record of Mount Desert Town Meetings, entry 1.

Record of births, giving date and place of birth, name, sex, color, and condition of child, names, residence, color, birthplaces, and occupations of parents, and name of physician or other person reporting birth. Arr. chron. Indexed alph. by name of father. Hdw. on pr. forms. 180 pp. 16 x 10½ x 1. Safe, store of t. c.

6. RECORD OF INTENTIONS OF MARRIAGE, 1892--. 2 vols. 1776-1853 in Record of Mount Desert Town Meetings, entry 1; 1853-91 in Town of Mount Desert, Intentions of Marriages and Certificates of Marriages, entry 4.

Record of intentions of marriage, giving no. of intention, date of filing intentions, names, ages, color, occupations, residences, birthplaces, and marital histories of contracting parties, names, color, residences, birthplaces, and occupations of parents, and date marriage certificate issued. Arr. chron. Indexed alph. by names of contracting parties. Hdw. on pr. forms. 180 pp. 16 x 10½ x 1. Safe, store of t. c.

7. RECORD OF MARRIAGES, 1892--. 2 vols. 1776-1853 in Record of Mount Desert Town Meetings, entry 1; 1853-91 in Town of Mount Desert, Intentions of Marriages and Certificates of Marriages, entry 4.

Record of marriages, giving same information as in entry 6, omitting no. of intention, and showing additionally place of marriage, and name, residence, and official station of person performing ceremony. Arr. chron. Indexed alph. by name of groom. Hdw. on pr. forms. 180 pp. 16 x 10½ x 1. Safe, store of t. c.

8. RECORD OF DEATHS, 1892--. 1 vol. 1776-1855 in Record of Mount Desert Town Meetings, entry 1; 1812-95 in Record, Births and Deaths, Mt. Desert, entry 2.

Record of deaths, giving date, place, and cause of death, name, age, sex, color, birthplace, marital status, and occupation of deceased, names and birthplaces of parents, and name and address of person reporting death. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. forms. 170 pp. 16 x 10½ x 1. Safe, store of t. c.

9. (VITAL STATISTIC CERTIFICATES AND RETURNED BURIAL PERMITS), 1931--. 1 carton.

Birth certificates containing information transcribed in entry 5, and giving the following information in addition: no. of child in order of birth (if multiple birth), legitimacy of the child, no. of children born to the mother, no. of children now living; certificate of attending physician or midwife showing condition of child at birth, time of birth, and signature of physician or midwife; date received and recorded, and signature of town clerk. Death certificates containing information transcribed in entry 8, and giving the following information in addition: length of time deceased was a resident of the place where death occurred, previous residence, occupation of father; medical certificate of death showing duration of medical attendance on deceased, date deceased last seen alive, time of death, contributory and primary causes of death, duration of illness, place where disease was contracted, date of operation (if any), name of operation, whether or not there was an autopsy, and signature and address of attending physician; place of burial, date of burial, name of cemetery, name and address of the undertaker; date received and filed, and signature of town clerk. Combination marriage licenses and certificates containing information transcribed in entry 7, and giving the following information in addition; statement by one of contracting parties under oath that data in license are true, date of oath, signature of town clerk, and attestation of person performing ceremony. Burial permits returned to town clerk by undertakers, giving date of permit, name of undertaker to whom permit was issued, name and age of deceased, place of burial (town and cemetery), date,

place, and cause of death, name of medical attendant, no. of permit, and signatures of town clerk, undertaker, and cemetery custodian. Arr. chron. No index. Hdw. on pr. forms. 1½ x 9 x 12. Safe, store of t. c.

10. (STUBS OF BURIAL PERMITS), 1892--. 6 vols.
Stubs of burial permits issued, giving name and age of deceased, date of death, place (town and cemetery) and date of burial, name of person to whom permit is issued, and date and no. of permit. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 10 3/4 x 3½ x 1/4. Safe, store of t. c.

11. CORRECTIONS OF RECORDS OF BIRTHS, MARRIAGES, AND DEATHS, 1919--. 1 vol.
Depositions made out, 1919--, correcting omissions in original birth records, 1853-1928, and death records, 1907-20; no depositions have been made for marriages. Forms give the same information as in entries 5 and 8, and show the following in addition: statement of oath, date and no. of deposition, signatures, residences, and relations of deponents to child or deceased, date recorded, and attestation of town clerk. Arr. crhon., with each type of record entered in a separate section of the vol. Indexed alph. by name of child and name of deceased. Hdw. on pr. forms. 312 pp. 10½ x 8½ x 1½. Safe, store of t. c.

Real and Personal Property
(See also entries 49, 50)

12. BILLS OF SALE AND MORTGAGES (and other Miscellaneous Property Records), 1846--. 11 vols. (2-12). Vol. 1 missing. Title varies: Record of Bills of Sale, Mt. Desert; Bills of Sale, Leases, Liens, Transfers and Assignments.
Records of bills of sale, 1846--; promissory notes, 1846--; mortgages (chattel and combined chattel and real estate), 1877--; leases, 1879--; liens, 1889--; assignments of wages, 1890--; attachments of personal property, 1906--; and conditional sales contracts, 1926--. Bills of sale give names of seller and buyer, description of property sold, amount of consideration, statement of lawful ownership, covenant, and signatures of seller and buyer. Promissory notes give amount, time of payment, name of payee, interest rate, description of chattels if note is secured, and signature of payer. Mortgages give names of mortgagor and mortgagee, amount, time of payment, description of property, statement of lawful ownership, exceptions (if any), covenant, provisions, and signatures of mortgagor and mortgagee. Leases give description of property, terms, conditions, and signatures of lessee and lessor. Liens give name and res. of claimant, statement of amount due, description of property on which lien is placed, name of defendant, and oath and acknowledgment of signature before justice of the peace. Assignments of wages give consideration, names of assignee and assignor, amount of assignment, reason, period of assignment, and signature of assignor. Attachments of personal property give name and location of property attached, name of owner, name of officer serving papers, name of court, date returnable, and amount of attachment. Conditional sales contracts give names of seller and buyer, description of property sold, amount, time of payment, conditions of payment, and signatures of both parties. In addition all records show date and place of transaction, names of witnesses (if any), date received and filed, and attestation of town clerk. Arr. chron. Vols. 2-4, 1846-93, indexed chron., giving date recorded, names of purchasers, payers, mortgagors, lessors, plaintiffs, and assignors, and p. no.; vols. 5-12, 1893--,

indexed alph. by names of parties as vols. 2-4. Hdw. and typed, with original conditional sales contracts pasted to pages, 1926--. Vols. vary 93 - 600 pp. 7 3/4 x 6½ x 7/8 - 18 x 12 x 2 3/4. 3 vols., 1848-93, vt.; 8 vols., 1893--, safe, store of t. c.

Record of attachments, 1847-1905, see entry 13.

13. RECORD OF ATTACHMENTS, MOUNT DESERT, 1847-1905. 1 vol. 1906-- in Bills of Sale and Mortgages (and other Miscellaneous Property Records), entry 12.

Clerk's registration of attachments of property giving same information as in entry 12. Arr. chron. Indexed chron., giving names of plaintiff and defendant and p. no. Hdw. and typed, with a few of the original writs attached to the pages after 1904. 125 pp. 13 3/4 x 8¼ x ½. Vt.

14. RECORD OF MT. DESERT, MARKS OF SHEEP AND CATTLE, 1826-83. 2 vols. 1777-1820 in Record of Mount Desert Town Meetings, entry 1.

Clerk's registration of sheep and cattle marks, giving name of owner, description of the brand, date recorded, and attestation of town clerk. One vol. is dated 1826-83, the other 1828-55, but there are no duplications in the records Arr. chron. 1 vol., 1828-55, indexed alph. by name of owner; 1 vol., 1826-83, not indexed. Hdw. 30 pp. 8 x 6¼ x 1/3. 200 pp. 9 3/4 x 7½ x 3/4. Safe, store of t. c.

15. (CERTIFICATES OF ASSOCIATION AND DISSOLUTION OF PARTNERSHIPS, AND ADOPTION OF BUSINESS NAME), 1915--. 1 vol. First required by Public Laws, 1915, ch. 276.

Certificates of association for purposes of engaging in mercantile enterprises, giving nature of business, place and name of concern, names and residences of partners, notary's attestation, and date. Certificates of dissolving partnerships, giving nature of business, statement of dissolution, place of business, names and residences of partners, notary's attestation, and date. Certificates of sole proprietor adopting name other than his own in mercantile enterprises, giving name desired, nature of business, name and address of proprietor, notary's attestation, and date. Arr. chron., with each type of record entered in a separate section of the vol. Indexed alph. by names of partners and proprietors. Hdw. on pr. forms. 104 pp. 11 x 8 3/4 x ½. Safe, store of t. c.

Elections
(See also entries 39, 40)

16. (CHECK LISTS OF VOTERS), 1829--. 1 carton, 1 bdle., 1 paper. Missing: 1830-1931.

Check lists of voters prepared by the selectmen and deposited with the town clerk, giving names of voters, and date of election. Arr. alph. by names of voters. 1829, hdw.; 1932--, typed. Carton, 2 x 10½ x 18; bdle., 13 x 8½ x 3/4; paper, 12 x 7 1/8. 1 paper, 1829, in private possession of Mrs. Ansel Manchester, Northeast Harbor; 1 carton, 1932-36, store of t. c.; 1 bdle., 1936--, shelf in vt.

17. REGISTER OF VOTERS, 1920. 1 vol. Replaced in 1921 by (Check Lists of Voters), entry 16.

Lists of registered voters, giving name and residence of registrant, party and date of last enrollment (if any), and date of registering. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 14 x 8½ x ½. Safe, store of t. c.

18. ENROLLMENT OF MEMBERS OF DEMOCRAT PARTY, 1926--. 4 vols.
Democratic party enrollments, giving name and residence of person enrolling, place and party of last enrollment, and date of filing. Arr. alph. by names of party members. No index. Hdw. on pr. forms. 100 pp. 14 x 8½ x ½. Safe, store of t. c.

19. ENROLLMENT OF MEMBERS OF REPUBLICAN PARTY, 1926--. 4 vols.
Republican party enrollments, giving name and residence of person enrolling, place and party of last enrollment, and date of filing. Arr. alph. by names of party members. No index. Hdw. on pr. forms. 100 pp. 14 x 8½ x ½. Safe, store of t. c.

Licenses and Permits
(See also entries 1, 24, 42-45, 73, 85, 92, 143)

20. RECORD OF FISH WEIRS, WHARFS, ETC., 1876--. 2 vols. Title varies: Record of Wharf Licenses, Fish Weirs, etc.
Record of petitions for and permits granted by selectmen to erect and maintain fish weirs and wharves, giving a description of the proposed weir or wharf, location, name of grantee, and dates of petition and permit. 1926--, blue prints showing the proposed locations of weirs and wharves are attached to pages. Arr. chron. No index. Hdw. and typed. 125 pp. 8½ x 7 x ½; 400 pp. 16 x 8 x 1½. 1 vol., 1876-1908, vt.; 1 vol., 1905--, safe, store of t. c.
Original petitions and permits, 1907--, see entry 44.

21. (RECORDS OF DOG LICENSES), 1905--. 2 vols.
Record of dog licenses issued by the town clerk, giving name of owner, name, sex, age, and breed of dog, date license issued, amount paid, and date of expiration of license. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 13 3/4 x 8½ x ½. Store of t. c.
See also entry 118.

22. (FISH AND GAME LICENSE RETURNS), 1905--. 1 bdle.
Copies of returns of fees made by the town clerk to the state department of inland fisheries and game on hunting, fishing, and combination licenses, giving name of licensee, no. of license, amount paid for license, and total amount sent to the state. Not arr. or indexed. Hdw. on pr. forms. 11 x 8½ x 1/8. Desk drawer, store of t. c.

Military
(See also entries 46-48, 145)

23. (LISTS OF PERSONS ELIGIBLE FOR ENROLLMENT IN THE MILITIA), 1895-1917. 2 vols.
Lists of persons eligible for enrollment in the Maine militia, giving no., name, age, occupations, and remarks pertaining to exemptions. Arr. numerically. No index. Hdw. Vols. aver. 150 pp. 12 3/4 x 9¼ x 3/4. Safe, store of t. c.

Miscellaneous

24. ROAD RECORDS (and Records of Licenses and Permits), 1821--. 3 vols. (1-3).
Record of roads, 1822--, including copies of petitions from citizens requesting construction or improvement of roads, description and location of roads

laid out by order of the selectmen, and records of acceptance or rejection of roads by town vote. The following records are also included in these volumes: record of liquor and auctioneers' licenses, 1821-30; perambulations of town lines, 1857--; record of petitions from and permits granted public utilities to erect, maintain, and relocate poles, wires, and underground cables, 1926--. Arr. chron. A chron. index gives names of roads in the order of their date of acceptance by town vote. 2 vols., 1821-1911, hdw.; 1 vol., 1912--, hdw. and typed. Vol. 2, condition poor. Vols. vary 28 - 400 pp. 7½ x 6 x 1/8 - 15 x 9½ x 1 3/4. Vt.

Records of roads, 1776, 1794-1870, and perambulation of town lines, 1860, see entry 1. Public utilities petitions and permits, 1891-1925, see entry 1; original petitions and permits, 1909--, see entry 45.

25. (RECORD OF FIRES), 1895-1905. 1 vol. Missing: 1906-34. 1935-- in Fire Calls, entry 161.

Fire records kept by the town clerk prior to the establishment of a fire department, giving date of fire, class of building (wood, brick, etc.), nature of occupancy, names of owner and occupant, value of and damage to building and contents, amount of insurance on building and contents, amount of insurance paid, extent of loss (total or partial), cause of fire, and remarks. Arr. chron. No index. Hdw. on pr. forms. 75 pp. 12 x 9½ x ½. Safe, store of t. c.

II. WARRANT COMMITTEE

Mount Desert's town warrant committee appears to have been established by the 1925 annual meeting vote that "the Selectmen be authorized to appoint a warrant committee to make recommendations on articles in the warrant for the next year." (Town Meeting Records, xol. X, p. 36.) The records do not show when, how, or for what term the committee was appointed in 1925 or in later years, but from the office's published reports, listed below, a seven man committee appears to have been serving in 1926-30; the number of committee members thereafter varied as follows: eight in 1931, nineteen in 1932, and nine from 1933 to the present. There is no statutory provision for town warrant committees in the Maine law, but the origin and function of such committees in town government is succinctly described by Orren Chalmer Hormell, in Maine Towns. (Bowdoin College Bulletin No. 198, Municipal Research Series No. 9, pp. 17-19. Brunswick, 1932.)

26. REPORT OF THE WARRANT COMMITTEE OF THE TOWN OF MOUNT DESERT, 1926--. 12 vols.

Annual report of the warrant committee, giving date and place of the committee's annual meeting, names of the chairman and secretary of the meeting, total amount recommended to be appropriated at the next town meeting, articles of the next town meeting warrant, with recommendations for action to be taken on each article, and names of committee members. Arr. numerically by warrant articles nos. No index. Pr. Vols. aver. 12 pp. 9 x 6 x 1/8. File cabinet, off. of sel.

III. SELECTMEN

At Mount Desert's first town meeting on April 6, 1789, the inhabitants elected "for ye insuing yeair" five selectmen; the office has been filled annually to the present, although the number of selectmen chosen has usually been (and is currently) three rather than five. (Town Meeting Records, vol. I, p.

27.) The adjourned first meeting of June 15, 1789, voted "that it is the Sence of the Town that the Selectment Do the Duty of Selectment and Sessors for this present yeair". (Town Meeting Records, vol. I, p. 28.) The offices of selectmen and assessors were thus jointly filled until 1926 when three assessors were separately elected; between 1928 and 1931 the offices were once more combined; but since 1932 when the act for "Better Government for the Town of Mount Desert" became effective, the two offices have been separately filled. (Ibid., vol. X, pp. 95, 192; Private and Special Laws, 1929, ch. 97, sec. 2.) Although it was not until 1831 that the town specifically elected the selectmen to act as overseers, the Massachusetts and Maine laws of the period required selectmen to do the duty of overseers when these officers were not otherwise chosen. (Massachusetts Acts and Resolves, 1785, ch. 75, sec. 2; Maine Public Laws, 1821, ch. 122, sec. 3.) The two offices have remained combined except in the years 1909-16 and 1926-27 when the town elected overseers separately. (Town Meeting Records, vol. VIII, pp. 64, 410; vol. X, pp. 53, 84.) The special legislative act of 1929 revising Mount Desert's government required the selectmen to act not only as overseers but also as superintending school committee and road commissioners; these offices have been jointly filled since January 1, 1932, when the act became effective. For the full provisions of the act in relation to the office of selectmen, see Private and Special Laws, 1929, ch. 97, secs., 2, 4-7.

Minutes and Reports

27. ANNUAL REPORT OF THE TOWN OFFICERS, 1893--. 7 vols. First printed in 1894 for the fiscal year of 1893. Title varies: Town Report of Mt. Desert.

Annual reports of the following town officers and committees: report of the selectmen, 1893-1931, giving amounts of departmental appropriations, other receipts, departmental expenditures, and balances; report of the road commissioner, 1893-1931, giving amounts of appropriations and expenditures for road construction and maintenance; report of the town manager (reporting for the selectmen and road commissioners), 1932--, giving same information as above; report of the assessors, giving amount of valuation of real estate and personal property, total town valuation, and rate of taxation; report of the tax collector, giving amount of unpaid taxes previous year, total commitment, total amount collected and deposited with the treasurer, and amount remaining unpaid; report of the treasurer, giving a list of miscellaneous receipts, amount of taxes received from the tax collector, amounts expended, and cash balance at end of fiscal year; report of the overseers of the poor, giving amount unexpended from previous year, amount of appropriation, amount expended for poor relief, and balance; report of the town clerk, giving lists of births, deaths, and marriages; report of the school committee, giving recommendations for appropriations for ensuing year and purposes for which expenditures will be made; report of the superintendent of schools, 1896--, giving a record of progress made the previous year, account of receipts and expenditures, teachers' activities, and school census; report of the public health nurse, 1922--, giving the number of visits made to the schools, and number of lectures and health examinations given school children; report of the town engineer, 1930-31, giving a statistical account of work done on roads and parks; report of town planning committee, 1923-30, 1932-36, listing recommendations for the improvement of roads, bridges, sidewalks, and parks; report of the sealer of weights and measures, 1932--, giving results of his examination of weighing and measuring devices used commercially; report of the auditor, 1898--, cer-

tifying to the accuracy of the accounts audited; also included, 1909-13, are warrants for town meetings, with articles for consideration. 41 reports, 1893-1933, are bound in 4 vols.; the remaining three reports, 1934--, are not yet bound. Reports in each vol. arr. under the appropriate department heading. 5 vols., 1932--, indexed alph. by subjects. Pr. 100 pp. 9 x 6¼ x 3/8; 686 pp. 8½ x 6 x 1 3/4. Vt.

Mount Desert reports at the Maine State Library, 1893--. Reports of the town engineer, 1926-29, see entry 167.

28. (MINUTES OF TOWN MEETINGS), 1926--. 19 file folders.
Selectmen's copies of records of the proceedings at all regular and special town meetings. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

See also entry 1.

29. RECORDS OF SELECTMEN'S MEETINGS, 1932--. 5 vols.
Minutes of the weekly meetings of the selectmen, giving date, names of officers present, business discussed and voted on including appointments of town officers, and signature of town manager acting as secretary. Occasionally these meetings were held by the board of selectmen in its capacities as superintending school committee, road commissioners, and overseers of the poor. Arr. chron. No index. Typed. 52 pp. 11¼ x 8½ x 3/8. 4 vols., 1932-35, vt.; 1 vol., 1936--, file cabinet, off. of sel.

Appointments of officers, 1789--, see entry 1; 1855-1926, see entry 73; 1934--, see entry 93.

30. (SCHOOL FUND REPORT), 1843. 1 paper.
Report to the selectmen from a member of the school committee, giving date of report, amount of money received from a former school committee member for the school fund, amount and purpose of each expenditure, and balance. Hdw. 12¼ x 7 5/8. Shelf in vt.

Finance
(See also entries 81-84)

31. SELECTMEN'S LEDGER (of Receipts and Expenditures), 1891-1931. 9 vols. Title varies: Ledger; S. E. Ledger. 1932-- in (Town Manager's) Ledger (of Receipts and Expenditures), entry 81.
Record of receipts and expenditures for the following town accounts: town charges, advertising, general school fund, high and elementary school repair and maintenance, manual training and domestic science, school transportation, health nurse and physical director, Memorial Day, fire department, roads and bridges, sidewalks, street lighting, police service, support of the poor, temporary loans, interest on town notes and temporary loans, abatements, state and county tax, sewers, pumping station, and refuse collection and disposal. Receipts give date, amount of appropriation and other receipts; expenditures give date, purpose, and amount; accounts audited and balanced annually. Arr. chron. under account headings. 1891-1905, no index; 1906-31, indexed alph. by account names. Hdw. Vols. aver. 437 pp. 13½ x 9¼ x 1½. 2 vols., 1891-1905, safe, store of t. c.; 7 vols., 1906-31, vt.

32. RECORD OF TOWN ORDERS, 1840-1928. 8 vols. Missing: 1863-92, 1929-31. Title varies: Town Orders; Journal. Discontinued in 1932 and replaced by Distribution Book (State Accounting System), entry 82.
Record of orders drawn on the treasurer by the selectmen, giving date, order no., payee, purpose, and amount. Arr. chron. No index. Hdw. Vols. vary 75-100 pp. 13 x 8¼ x 3/4 - 17 x 16½ x 1 3/4. 1 vol., 1895-1901, safe, store of t. c.; 7 vols., 1840-62, 1902-28, vt.

33. (Stubs of) TOWN ORDERS, 1929-31. 2 vols. Title varies: Orders, Town of Mt. Desert. Discontinued in 1932 and replaced by (Treasurer's Warrants, State Accounting System), entry 34.
Stubs of orders drawn on the treasurer by the selectmen, giving amount, date, payee, purpose, and order no. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 250 pp. 15¼ x 11¼ x 1½. Vt.

34. (TREASURER'S WARRANTS, STATE ACCOUNTING SYSTEM), 1932--. 6 bdles. Record begun in 1932, replacing (Stubs of) Town Orders, entry 33.
Copies of warrants issued to the treasurer by the selectmen for town expenses, giving date, warrant no., payee, purpose, invoice no. (entry 128), total, and signatures of selectmen. Arr. chron. No index. Hdw. on pr. forms. Bdles. aver. 8½ x 5 x 3½. 5 bdles., 1932-36, vt.; 1 bdle., 1937--, file cabinet, off. of sel.
For treasurer's copies of warrants, 1932--, see entry 129.

35. (Selectmen's Copies of) TREASURER'S RECEIPTS, 1937--. 1 file folder.
Copies of receipts given by treasurer to persons depositing money in the town treasury, giving receipt no., date, payer, amount, account credited, and signature of treasurer. Arr. chron. No index. Hdw. on pr. forms. 11 3/4 x 8½. File cabinet, off. of sel.
For treasurer's copies of receipts, 1932--, see entry 130.

36. BOOK OF RECORD OF FISCAL RETURNS, APPROPRIATIONS OF SCHOOL MONEY AND SCHOOL ORDERS DRAWN, 1864-99. 2 vols.
Selectmen's school district accounts, giving district no., census of scholars in each district, cost per scholar, amounts appropriated by town and state, and amounts expended for each district; record of school orders drawn on the treasurer, giving date, order no., amount, payee, and purpose. This record continues after 1893, date of the abolishment of school districts by state law, because of the time necessary to liquidate school district administration. Arr. chron. by school districts under subject (accounts and orders) headings. No index. Hdw. 300 pp. 10½ x 8 x 1. Safe, store of t. c.
School accounts, 1914--, see entry 151. School orders, 1845-59, see entry 142; 1929--, see entry 152. School census, 1929--, see entry 159.

37. (INVOICES, FIRE DEPARTMENT), 1912-33. 1 file folder.
Copies of invoices for supplies and material delivered to the fire department. Miscellaneous correspondence and circulars are also included. Arr. chron. No index. Hdw. on pr. forms and typed. 11 3/4 x 8½. File cabinet, off. of sel.

38. TOWN NOTES, 1897-1932. 1 vol. Discontinued in 1932.
Selectmen's record of town notes, giving date, no. of note, name of noteholder, amount, date of maturity (1914-28), and disposition of proceeds. Arr. chron. No index. Hdw. 300 pp. 10½ x 8 x 1. Safe, store of t. c.
Treasurer's record of notes, 1926--, see entries 125 and 126. See also entry 135.

Elections
(See also entries 16-19)

39. (Establishment of) POLLING DISTRICTS, 1922. 1 file folder.
Record of the division of the town into three polling districts by the selectmen in accordance with Public Laws, 1921, ch. 207, giving district no., boundaries, date, and signatures of selectmen. Arr. numerically by district no. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

40. REGISTRATION, (Correspondence of) BOARD OF, 1932--. 1 file folder.
Miscellaneous incoming and copies of outgoing selectmen's correspondence relating to the registration of voters. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

Naturalizations

41. NATURALIZATION, 1856--. 1 vol. Sept. 6, 1935, is date of last entry.
Record of naturalization certificates submitted to the selectmen as a proof of citizenship by naturalized citizens applying for voting rights, giving name of person naturalized, name and date of court granting papers, date recorded, and signatures of selectmen. Arr. chron. No index. Hdw. 150 pp. 7 3/4 x 5¼ x 3/4. Vt.

Licenses and Permits
(See also entries 1, 20-22, 24, 73, 85, 92, 143)

42. (MISCELLANEOUS LICENSES AND PERMITS), 1913--. 9 file folders.
Copies of licenses issued to sell malt beverages, victuals, and fireworks, move and erect buildings, operate billiard rooms, carnivals, and moving picture cameras, carry concealed weapons, and excavate highways, giving license no., name of licensee, kind of license, amount paid, date issued, and date of expiration. Notices of hearings on petitions for malt beverage licenses are also included, 1937--. Arr. chron. in folders filed alph. by types of licenses. No index. Hdw. on pr. forms. 11 3/4 x 8¼ x 1. File cabinet, off. of sel.
Record of licenses, 1852-1926, see entry 73. Record of victualers' licenses, 1896-97, see entry 1.

43. SEWER PERMITS, 1898-1916, 1931--. 1 vol., 1 file folder. 1916-33 recorded in Sewer Account (and Permits), entry 143.
Applications from and copies of permits granted to Mount Desert inhabitants to connect private sewers and drains with public sewers and drains, giving date of application, name and residence of applicant, location of building, name of owner and occupant, purpose for which building is used, lot boundaries, name of plumber making the connection, signature and address of applicant, date permit issued, no. of permit, and signatures of selectmen. Arr. chron. No index. Hdw. and hdw. and typed on pr. forms. Vol., 200 pp. 10½ x 8¼ x 5/8; file folder, 11 3/4 x 8½. 1 vol., 1898-1916, vt.; 1 file folder, 1934--, file cabinet, off. of sel.

44. (WEIR AND WHARF LICENSES), 1907--. 2 file folders.
Petitions to the selectmen requesting permission to erect and maintain weirs and wharves, 1907--; copies of selectmen's permits to erect and maintain weirs and wharves, 1911--; copies of permits from the U. S. Engineer Office, Portland, Maine. Two permits are required for each weir or wharf constructed in

navigable waters, one from the town and one from the federal government. Arr. chron. No index. Hdw., typed, and hdw. on pr. forms. 11 3/4 x 8½. File cabinet, off. of sel.

For records of weir and wharf permits, 1876--, see entry 20.

45. (PUBLIC UTILITIES APPLICATIONS AND PERMITS), 1924--. 4 file folders.
Applications from and permits granted to the Bangor Hydro-Electric Company and the New England Telephone and Telegraph Company to erect and maintain poles and wires. Also included are lists of Bangor Hydro-Electric street lights in Mount Desert, 1927, 1932, 1937; copy of an application to the War Department by the Bangor Hydro-Electric requesting permission to lay a submarine cable, 1932; and miscellaneous correspondence. Arr. chron. No index. Hdw. on pr. forms and typed. 11 3/4 x 8½. File cabinet, off. of sel.

For records of public utilities applications and permits, 1891--, see entries 1, 24.

Military
(See also entries 23, 145)

46. SOLDIERS' CERTIFICATES (of Enlistment in the Civil War), 1863-65. 1 bdle.
Notices from the state adjutant general's office to the municipal officers containing lists of Mount Desert citizens serving in the Union Army, voluntarily or by draft, for duration of the Civil War, giving name of soldier, regiment no., remarks, and date of notice. Not arr. or indexed. Hdw. on pr. forms. 7 3/4 x 2 3/4 x ¼. Vt.

47. SOLDIERS' BOUNTY RECEIPTS, 1864-65. 1 bdle.
Receipts for bounties paid to soldiers by the town during the Civil War, giving date, amount, name of soldier's company or regiment, and signature of soldier. Not arr. or indexed. Hdw., generally, on pr. forms. 5 x 3 x ½. Vt.

48. (SOLDIERS' PENSION ORDERS), 1868-69. 1 env.
Orders from the state chairman of the executive committee on state pensions to the municipal officers to pay Civil War pensions, giving name of pensioner, application no., amount due each month or period, and date of order. The town was entitled to reimbursement upon request to the state at the expiration of the second and fourth quarters of each year. Not arr. or indexed. Hdw. on pr. forms. 8½ x 3 3/4. Vt.

Town Property

49. (DEEDS AND BILLS OF SALE), 1837--. 1 bdle., 1 paper. Missing: 1838-90.
Original warranty deeds, quit claim deeds, and bills of sale pertaining to town property. Bills of sale are recorded in entry 12; deeds are recorded in the Hancock County registry of deeds, Ellsworth. Not arr. or indexed. Hdw. and typed (generally on pr. forms). Bdle., 8½ x 3½ x 2; paper, 7 x 2½. 1 paper, 1837, shelf in vt.; 1 bdle., 1891--, safe, off. of sel.

50. DEEDS - REAL ESTATE, 1926-32. In Public Works - Old Communications, entry 55.
Copies of deeds to town-owned real estate transcribed from records in Hancock County registry of deeds, Ellsworth. Correspondence pertaining to town property is also included.

51. INSURANCE POLICIES, 1934--. 1 env.
Fire insurance policies covering town property and liability insurance policies covering town motor vehicles. Not arr. or indexed. Typed on pr. forms. 11 x 4½. Safe, off. of sel.

52. (INSURANCE DATA ON TOWN PROPERTY), 1924--. 1 file folder.
Lists of town property covered by insurance, 1934, 1937; miscellaneous selectmen's and town manager's correspondence with insurance companies, 1924--. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

53. (MUNICIPAL BUILDING MAINTENANCE), 1932--. 1 file folder.
Bids and specifications for repairs on the Municipal Building. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

Vital Statistics
(See also entries 1-11)

54. POPULATION (U. S. Census), 1930. 1 file folder.
Mount Desert census of 1930, giving total population April 1, 1930, as compared with total population January 1, 1920. Typed on pr. Bureau of Census form 15-116. 11 3/4 x 8½. File cabinet, off. of sel.

Public Works
(See also entries 85-88, 168, 169)

55. PUBLIC WORKS - OLD COMMUNICATIONS, 1893--. 1 file drawer.
Miscellaneous file of records pertaining to Mount Desert public works and roads, containing the following for: (1) State aid and third class roads - descriptions of state aid and third class highways in Mount Desert, 1921-32; copies of reports to state highway commission of completion and cost of state aid roads, 1929, 1932 (town manager's record, 1932); engineers' estimates, 1927; state highway commission traffic census, 1928; selectmen's and town manager's correspondence with state highway commission, 1926-32. (2) County roads - selectmen's petitions to county commissioners requesting repairs, improvements, or discontinuance of county roads, 1917--; selectmen's and town manager's correspondence with county commissioners, 1917--. (3) Town roads - petitions to selectmen from Mount Desert citizens requesting construction of new roads or repair and improvement of old roads, 1893-1931; notices of hearings on petitions, 1893-1931; descriptions of boundaries of Tennis Court Road, 1928-29; contracts and specifications, 1893-1931; bids and proposals, 1928; selectmen's miscellaneous correspondence relating to town roads, 1908-31. (4) Sidewalks - petitions to selectmen from Mount Desert citizens requesting sidewalks, 1906-24; contracts and specifications, 1906-24. (5) Bridges - copies of resolve passed by legislature in 1917 relating to Mount Desert bridge district; petitions to state highway commission for new bridge, 1917; bridge plans, 1917-25; correspondence between selectmen and state highway commission, 1925. (6) Sewers and drains - sewer specifications and contracts, 1911-27; specifications for storm drain construction, 1926-29; engineers' estimates, 1926-29; contract for building storm drain, 1927. (7) Northeast Harbor Park - descriptions of park boundaries, 1927-30; notices of hearings on proposed roads in the park, 1927-30; selectmen's correspondence relating to the park. (8) Pumping station - copies of invoices for material delivered and selectmen's and town manager's correspondence, 1916-35. Also included: Deeds - Real Estate, 1926-32, entry 50; (Appointments and Meetings of the) Town Planning Committee,

1928-33, entry 162. Arr. chron. in folders filed alph. by subjects. No index. Hdw., typed, and hdw. and typed on pr. forms. 11½ x 13 x 25. File cabinet, off. of sel.

For similar records, 1874--, see entry 85.

56. (PETITIONS FOR ROADS), 1910-30. 1 file folder.
Petitions to the selectmen from various Mount Desert inhabitants requesting new town roads or improvements and repairs on roads already constructed. Arr. chron. No index. Hdw. and typed. 11 3/4 x 8½. File cabinet, off. of sel.

See also entries 55, 85.

57. (MISCELLANEOUS BIDS), 1914-31. 3 file folders.
Bids received for various town projects, giving date, specifications and estimates, amount of bid, and signature of contractor. Also included are copies of notices of bids advertised and selectmen's certifications of acceptance. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

See also entries 55, 85.

58. (Maps of) TOWN ROADS - STREETS, 1891--. 1 file drawer.
Miscellaneous maps of Mount Desert town roads and streets, showing profiles, cross sections, locations, and results of surveys. Alvah L. Reed, Alfred Mullikin, Paul Simpson, and E. M. Hamor. Ms. and blue print. Scales vary 1" = 10' - 1" = ¼ mile. 3 x 46 x 35. File cabinet, off. of sel.

See also entry 62.

59. (Maps of) TOWN SEWER - STORM DRAINS, 1901-36. 1 file drawer.
Miscellaneous maps of the sewage system in Northeast Harbor, showing names of streets, and locations of sewers and drains. Also included are maps of outfall sewers and details of pump storage well and pumping station. Drawn by various engineers. Ms. and blue print. Scales vary ½" = 1' - 1" = 100'. File cabinet, off. of sel.

See also entry 62.

60. (Maps of) PARKS, BUILDINGS, LANDSCAPES, 1927-36. 1 file drawer.
Miscellaneous maps showing results of surveys of Mount Desert parks and landscapes, and architects' drawings of school buildings. Drawn by various engineers and architects. Ms. and blue print. Scales vary 1/8" = 1' - 1" = 50'. 3 x 46 x 35. File cabinet, off. of sel.

See also entries 62, 166.

61. (Maps of) STATE (Aid) HIGHWAYS, 1900-1934. 1 file drawer.
Miscellaneous maps showing profiles, cross sections, locations, and results of surveys of state aid and 3rd class highways in Mount Desert. Alfred E. Mullikin, Edgar I. Lord. Ms. and blue print. Scales vary 1" = 20' - 1" = 100'. 3 x 46 x 35. File cabinet, off. of sel.

See also entry 62.

62. MISCELLANY, 1876--. 3 file drawers (1 not numbered, 8-9).
Miscellaneous maps, plans, and sketches covering the following areas and subjects: town and state aid roads; culverts, sewers, storm drains, catch basins, and manholes; town wharves and bridges; Somesville Dam site; water mains, hydrants, and valves in Seal Harbor; fire resevoir for Otter Creek; cable areas in Northeast Harbor; destructor plant for Northeast Harbor; school houses; proposed park sites; easements through private property to be acquired by the town for town and state aid roads. Alfred Mullikin, Herbert Thomas,

C. P. Simpson, and others. Ms., blue print, and photostat. Scales vary 1/8" = 1' - 1" = 500'. 3 x 46 x 35. File cabinet, off. of sel.

63. (BLISTER RUST CONTROL, MOUNT DESERT), 1930. 1 map.
Map of Mount Desert, showing areas affected by blister rust. William H. Monroe. Pr. and colored. 1" = 40,000". 24 x 30. File cabinet, off. of sel.

Health and Welfare
(See also entries 85, 95-101, 160)

64. STATE HOSPITAL COMMITMENTS, 1913-35. 1 file folder.
Complaints of insanity, orders for hearings, and constables' returns (combined form); physicians' certificates of insanity; and commitments of insane to hospitals. Original insanity complaint form shows: name and address of person alleged insane, relationship of complainant and his name and address, request for hearing and commitment to hospital specified, date and signature of complainant, followed first by selectmen's dated and signed order for hearing notifying defendant of time and place, and second by constable's dated, signed, and attested certificate of delivery of notice to defendant. Physicians' original certificate of insanity of person named, with date and signature of two or more physicians. Selectmen's copy of commitments of insane, addressed to superintendent of hospital specified, reviewing complaint, order for hearing, testimony heard, and physicians' certificate of insanity, and requiring hospital to receive person committed, date, and signatures of selectmen. Not arr. or indexed. Hdw. on pr. forms. 11 3/4 x 9 x 1. File cabinet, off. of sel.

65. GOVERNMENT FILE, FERA, CCC, AND WPA, 1930--. 1 file drawer.
Miscellaneous file of records pertaining to the government agencies listed in the title and including the following; correspondence, 1930--; monthly reports 1930--; project proposals, 1933-35; personnel applications, 1933-35; copies of birth records of boys enlisted in the CCC, 1937--; lists of unemployed, 1937--; surplus commodities distribution relief client list, 1937--; contracts, 1934; time reports, 1934--. Arr. chron. in folders filed alph. by types of records included. No index. 11½ x 13 x 25. File cabinet, off. of sel.

66. (STATE INDUSTRIAL ACCIDENT COMMISSION DATA), 1931--. 2 file folders.
Employers' reports of injuries, 1931-33; petitions for award of compensation, 1932; circulars from the industrial accident commission, 1932--; and miscellaneous correspondence, 1931--, all relating to compensation claims of Mount Desert town employees. Arr. chron. No index. Hdw., typed, and hdw. on pr. forms. 11 3/4 x 8½. File cabinet, off. of sel.

Maps and Plans

67. MAP OF THE REPRESENTATIVE DISTRICTS IN THE COUNTY OF HANCOCK, 1831. 1 map.
Map of representative districts in Hancock County, showing no. of inhabitants in each town and plantation. Anonymous. Engraved for the Greenleaf survey. Pr. and framed. No scale. 12 x 9. Owned by Lester D. Burr, tr., and kept in vt.

68. TOPOGRAPHICAL MAP OF HANCOCK COUNTY, MAINE, 1860. 1 map.
Map shows names and boundary lines of all towns and plantations in Hancock County, business sections of Bucksport, Orland, Castine, Bluehill, and Ells-

worth, population of each town and plantation, photographs of business establishments, county buildings in Ellsworth, and Bucksport Seminary, and table of distances between the various towns. H. F. Walling. Published by Lee and Marsh, New York, N. Y. Pr. and colored. 1" = 1 mile. 63 x 60. On wall, vt.

69. PATH MAP OF THE EASTERN PART OF MT. DESERT ISLAND, MAINE (and) PATH MAP OF THE WESTERN PART OF MT. DESERT ISLAND, MAINE, 1911, 1930. 2 maps.

Two maps, dated 1911 and 1930, of foot and bridle paths of the eastern and western parts of Mount Desert Island; Acadia National Park and other reserved areas are blocked out in colors. The later map is a revision of the first, and the topography and hydrography of both maps were compiled from United States Coast and Geodetic Survey plans of 1882. Each map includes both the eastern and western sections of the Island, the eastern section on one side and the western section on the reverse side. Waldron Bates, Edward L. Rand, and Herbert Jaques. Pr. and colored. 1" = 29,000". 16¼ x 25. File cabinet, off. of sel.

70. (NORTHEAST HARBOR WATER COMPANY PLANS), 1933. 18 plans.

Plans for the Northeast Harbor Water Company, showing locations of pipe lines, hydrants, valves, and waterboxes. Maurice H. Burr. Ms. 1" = 50'. 38 1/8 x 24. File cabinet, off. of sel.

71. (PLAN OF SUBMARINE CABLE, NORTHEAST HARBOR TO SUTTONS ISLAND), undated. 1 map.

Plan showing the location and amount of material to be used in a New England Telephone and Telegraph Company submarine cable from Northeast Harbor to Suttons Island (in Cranberry Isles). Map initialed as follows to indicate authors: H. H. F., C. E. R. Blue print. No scale. 10½ x 32. File cabinet, off. of sel.

72. (MAP OF MOUNT DESERT), undated. 1 map.

Map of town of Mount Desert, showing town lines, lakes, streams, mountains, and roads; state and state aid roads are in colors. Anonymous. Blue print. No scale. 12½ x 9. File cabinet, off. of sel.

Miscellaneous

73. RECORD (Principally Financial Accounts and Appointments), 1850-1926. 1 vol.

Selectmen's miscellaneous record book containing the following: accounts for expenditures for paupers, 1850-1901, giving date, name of pauper, and amount expended; record of receipts from other towns and the state for poor relief, 1852-1914; lists of paupers placed in private homes and weekly amounts expended for their support, 1851-91; record of receipts from the state for damage to domestic animals, 1852-1914; record of receipts from the sale of town property, license fees, and sewer permits, 1852-1914; yearly financial statements, 1852-91; appointments and resignations of town officers, 1855-1926; highway surveyors' appointments and limits, 1851-91; list of jurors drafted, 1864; descriptions and locations of third class highways, 1920; notice against placing obstructions within highway limits, 1912; record of miscellaneous licenses issued, 1852-1926. Arr. chron. No index. Hdw. 400 pp. 13 3/4 x 9 x 1½. Vt.

Poor accounts, 1902-11, see entry 101; 1891--, see entries 31, 81. Miscellaneous licenses, 1913--, see entry 42. Descriptions and locations of

third class highways, 1921-32, see entry 55; 1937--, see entry 85. Appointments of officers, 1934--, see entry 93; 1932--, see entry 29; 1789-- also recorded in entry 1. Lists of jurors, 1789-1934, recorded in entry 1; 1928, 1931, 1934, see also entry 79.

74. LETTERS (Selectmen's Correspondence), 1910--. 1 vol., 6 file folders.
Correspondence received and copies of letters sent by the selectmen relating to general municipal affairs; the volume, 1910-12, contains only copies of letters sent. Notices for hearings on license petitions are also included, 1924-33. Arr. chron. No index. Hdw. and typed. Vol., 506 pp. 12¼ x 10½ x 1¼; file folders, 11 3/4 x 8½. 1 vol., 1910-12, vt.; 6 file folders, 1916--, file cabinet, off. of sel.
See also entries 40, 45, 50, 52, 55, 65, 76, 85.

75. COURT SUMMONS OR WRIT, 1918-29. 1 file folder.
Court summonses and writs served on municipal officers, giving date, name of sheriff serving papers, names of plaintiff and defendant (municipal officers), amount under consideration, date and name of court hearing case, signature of county clerk, name of plaintiff's attorney, plaintiff's bill of costs, sheriff's return of writ with date, and date of execution of writ. Not arr. or indexed. Typed and hdw. on pr. forms. 11 3/4 x 8½. File cabinet, off. of sel.

76. (Registration of) AUTOMOBILES, 1926--. 1 file folder.
Certificates of registration of town owned motor vehicles and miscellaneous correspondence with the secretary of state. Arr. chron. No index. Typed, and typed on pr. forms. 11 3/4 x 8½. File cabinet, off. of sel.

77. BUILDING ORDINANCES AND CODES, 1926-27. 1 file folder. 1928-- in (Appointments, Meetings, and Ordinances of the) Zoning Committee, entry 165.
Ordinances and codes governing the construction of buildings in Mount Desert business and residential sections. Not arr. or indexed. Pr. and typed. 11 3/4 x 8½. File cabinet, off. of sel.

78. ABSTRACTS OF LAWS, 1927--. 1 file folder.
Abstracts of various state laws pertaining to municipal affairs. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

79. (Eligible) JURORS' LIST, 1928, 1931, 1934. 1 file folder. Discontinued in 1934; eligible jurors selected by county jurors' commission, 1935--.
Lists of citizens declared eligible for jury duty by town vote, giving name, residence, and occupation of candidate, and date of list. Arr. alph. by names of jurors. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.
Record of jurors drafted, 1789-1934, see entry 1; 1864, see entry 73.

80. (Town Meeting) WARRANTS, 1936--. 1 file folder.
Copies of warrants for annual and special town meetings, giving date and place of meeting, name of constable to whom warrant is directed, articles to be considered at the meeting, and signatures of selectmen. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.
For record of warrants, 1789--, see entry 1.

IV. TOWN MANAGER

The two to one vote of Mount Desert's 1931 town meeting "to adopt the Town Manager form of government, to take effect Jan. 1st 1932 in accordance with chapt. 97 of the special laws of 1929" provided for a new office in a new town government. (Town Meeting Records, vol. X, p. 197.) The first town manager was appointed by the selectmen April 4, 1932, to serve for a one year term; his appointment, renewed annually through 1935, was made for a three year term in 1936. (Record of Selectmen's Meetings, March 9, 1936. Volume currently unbound, unpaginated.) The act for Mount Desert's better government specifies that the manager may not be removed except upon written charges and a public hearing before the selectmen and that he be chosen "solely on the basis of his executive and administrative qualifications and his technical knowledge for road construction, preference in making said appointment to be given to a duly qualified civil engineer when possible, and he shall be the administrative head of the town government, and shall be responsible to the selectmen for the administration of all departments of the town over which the selectmen, . . . have control. . . . " (Private and Special Laws, 1929, ch. 97, secs. 9-10.) The full duties of the manager are specified in sections 10-12 of the same act. For the manager's annual report, 1932--, see entry 27.

Finance
(See also entries 31-38)

81. (Town Manager's) LEDGER (of Receipts and Expenditures), 1932--. 4 vols. 1891-1931 in Selectmen's Ledger (of Receipts and Expenditures), entry 31.

Record of receipts and expenditures, giving same information as in entry 31. Arr. chron. under account headings. 1 vol., 1932, alph. tabbed throughout by account names; 3 vols., 1933--, no index. Hdw. 400 pp. 15 x 11 3/4 x 1½ (loose leaf). Vt.

82. DISTRIBUTION BOOK (State Accounting System), 1932--. 3 vols. Record begun in 1932, replacing Record of Town Orders, entry 32.

Record of distribution of expenses for all town departments, giving date, warrant no., payee, and amount under the following account headings: administration, miscellaneous expenses, police department, fire department, health department, refuse collection and disposal, pumping station, poor relief, Memorial Day expense, mothers' aid, schools, Sea Street Dock, inventory and report, roads and bridges, compensation, miscellaneous contingent fund, interest, Somesville Dam, weights and measures, land damages, and advertising. Information in this record is obtained from treasurer's warrants, entry 34. Arr. chron. under account headings. Tabs throughout the vols. show account names. Hdw. 500 pp. 19 3/4 x 12¼ x 2½ (loose leaf). Vt.

83. (PURCHASE ORDERS), 1936--. 7 vols. (1-7). Prior records destroyed.

Duplicate purchase orders, giving order no., date, name of person or company on whom order is drawn, name of consignee, description and quantity of goods, and signature of town manager. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 8¼ x 6 3/4 x ½. Vt.

84. TRIAL BALANCE SHEET, 1937--. 1 file folder.

Copies of bookkeeper's monthly trial balance sheets, giving receipts, expenditures, and balances. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

Public Works
(See also entries 55-63, 168, 169)

85. PUBLIC WORKS, ROADS, REFUSE, 1874--. 1 file drawer.
Miscellaneous file of records pertaining to Mount Desert public works, roads, and refuse collection and disposal, containing the following for: (1) State aid and third class roads - copies of reports to state highway commission of annual appropriations made by the town for state aid and third class road work, 1932--; descriptions and locations of state aid and third class roads, 1937--; copies of payrolls for construction, repair, and snow removal on state aid and third class roads, 1917-- (selectmen's record prior to 1932); circulars and catalogues, 1935--; selectmen's and town manager's correspondence to and from the state highway commission, 1917--; reports from state highway commission of amounts expended by state for patrolling state aid highways in Mount Desert, 1932-34; copies of reports to state highway commission of state aid and third class road mileage in Mount Desert, 1928-- (made by selectmen prior to 1932). (2) County roads - selectmen's petitions to county commissioners requesting repairs, improvements, or discontinuance of county roads, 1931--; town manager's correspondence to and from county commissioners, 1932--. (3) Town roads - petitions to selectmen from Mount Desert citizens requesting construction of new roads or repair and improvement of old roads, 1874--; selectmen's notices of hearings on petitions, 1934--; copies of contracts with oil companies for supplying road oil and tar, 1936--; description of boundaries of Manchester Road, 1876; circulars, catalogues, and price lists pertaining to pipe, concrete, tile, etc., 1924-- (selectmen's record prior to 1932); copies of invoices for material delivered, 1924-- (selectmen's record prior to 1932); selectmen's and town manager's correspondence, both incoming and outgoing, relating to town roads, 1928--. (4) Sidewalks - town manager's correspondence, 1935. (5) Dams - blue prints of proposed Somesville Dam, construction estimates, and town manager's correspondence, 1935. (6) Refuse collection and disposal - permits issued by the War Department, U. S. Engineer Office, allowing the town to deposit refuse in the sea for a stipulated period; notices for bids, and bids received, for refuse collection; refuse collectors' bonds; and town manager's correspondence, 1934--. (7) Pumping station - town manager's correspondence pertaining to pumps and accessories, 1934--. (8) Dredging - copies of applications to and permits from War Department for channel dredging operations, blue prints showing locations of proposed operations, and correspondence, 1935--. (9) Miscellaneous - correspondence to and from taxi agencies relating to parking limits and locations of taxi stands, 1935; truck driver's weekly reports to town manager of work done, 1937--; circulars, catalogues, invoices, and correspondence relating to town trucks, 1934--. Also included: (Appointments and Meetings of the) Town Planning Committee, 1934--, entry 162; (Appointments, Meetings, and Ordinances of the) Zoning Committee, 1928--, entry 165. Arr. chron. in folders filed alph. by subjects. No index. Hdw., typed, and hdw. and typed on pr. forms. $11\frac{1}{2}$ x 13 x 25. File cabinet, off. of sel.

For similar records, 1893--, see entry 55.

86. (RECORDS OF ROADS), 1857-1921. 1 vol.
Copies of sections in the town meeting records, entry 1, relating to the laying out of town roads, giving volume and page no. of town meeting record, date of meeting, description of road, and result of the town vote on acceptance or rejection. This copy, recently begun by the town manager, is not yet complete. Not arr. or indexed. Typed. 200 pp. $11\frac{1}{2}$ x 10 x $1\frac{1}{4}$ (loose leaf). Vt.

87. ENGINEER'S MINING AND TRANSIT BOOK, 1932--. 4 vols. (9-12). 1926-31 in Engineer's Mining and Transit Book, entry 168.
Town manager's field notes containing survey drawings and sketches of roads, sewers, bridges, parks, and wharves. Arr. chron. under subject headings. Indexed alph. by subjects. Hdw. 160 pp. 7 x 5 x 3/4. Vt.

88. NATIONAL DIARY, 1932--. 6 vols. (dated), 1927-32 in National Diary, entry 169.
Town manager's record of his daily activities as an engineer, including reports on weather conditions and general remarks. Arr. chron. No index. Hdw. 368 pp. 7 x 4½ x 1. 5 vols., 1932-36, vt.; 1 vol., 1937--, desk, off. of sel.

Miscellaneous

89. (TOWN MANAGER'S CORRESPONDENCE), 1932--. 16 file folders.
Correspondence received and copies of letters sent by the town manager relating to the following: schools, fire and police departments, health and welfare, inland fisheries and game, military affairs, Maine Municipal Officers' Association, Northeast Harbor Village Improvement Society, Maine State Planning Board, and miscellaneous. Also included are a few circulars and bulletins. Arr. chron. in folders filed alph. by subjects. No index. Hdw., typed, and pr. 11 3/4 x 8½. File cabinet, off. of sel.
See also entries 52, 55, 85, 90, 91.

90. (STATE DEPARTMENT OF HEALTH), 1932--. 1 file folder.
Lists of toxoid clinics, 1932; miscellaneous correspondence with the department of health and the Red Cross, 1932--. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

91. (MAINE STATE PLANNING BOARD CORRESPONDENCE AND BULLETINS), 1936--. 3 file folders.
Miscellaneous correspondence between the town manager and the Maine State Planning Board including bulletins issued by the planning board. Arr. chron. No index. Typed and pr. 11 3/4 x 8½. File cabinet, off. of sel.
See also entry 89.

92. (PERMITS TO BURN BRUSH), 1935--. 2 vols. Prior records destroyed.
Stubs of permits issued to burn brush, slash, debris, blueberry land, and grassland, giving name of applicant, purpose of permit, location of fire, date permit issued, and date permit is to be used. Permits are issued in three sections, one for applicant, one for state forest commissioner, and one for town's files. Arr. chron. No index. Hdw. on pr. forms. 24 pp. 13 x 4 1/8 x 1/8. File cabinet, off. of sel.

93. (APPOINTMENTS OF OFFICERS), 1934--. 1 file folder.
Certificates of appointments of town officers, giving date of appointment, names of appointee and office, term of office, and signature of town manager. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.
For records of appointments of officers, 1789--, see entry 1; 1855-1926, see entry 73; 1932--, see entry 29.

94. MAILING LIST - TOWN REPORTS, 1936--. 1 file folder.
Names and addresses of persons to whom the town regularly sends the annual report. Arr. alph. by name of addressee. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

V., OVERSEERS OF THE POOR

The first specific mention of the office of overseers in Mount Desert is in the town meeting vote of 1831 that the "Selectmen be Overseers of Poor". (Town Meeting Records, vol. III, p. 36.) But under the requirements of the state laws, it appears that the selectmen had been performing the duties of overseers at least since 1798 when the town first "Voted 65 dollars for support of poor". (Massachusetts Acts and Resolves, 1785, ch. 75, sec. 2; Maine Public Laws, 1821, ch. 122, sec. 3; Town Meeting Records, vol. I, p. 53.) Except in the years 1909-16 and 1926-27, the overseers' and selectmen's offices have each year been filled in a joint election; the act for Mount Desert's better government specifically authorizes the election of three, five, or seven inhabitants "to be selectmen and overseers of poor". (Ibid., vol. VIII, pp. 64, 411; vol. X, pp. 53, 84; Private and Special Laws, 1929, ch. 97, sec. 2.) The records of the overseers and the selectmen are naturally somewhat interrelated; records of the selectmen's weekly meetings, described in entry 29, include discussion of the care of paupers; financial records of the support of the poor are to be found in the selectmen's records, entries 31-34, 73, and in the records of the manager (acting as clerk of the overseers), entries 81-84. For the overseers' annual reports, see entry 27.

Records of Social Welfare
(See also entries 64-66)

95. PAUPER NOTICES (and) PAUPER DENIALS, 1899--. 1 vol.
Stubs of two types of notices sent by Mount Desert's overseers of the poor to overseers of the poor of other towns, informing them of support of out of town paupers temporarily resident in Mount Desert or refusing support to alleged Mount Desert townspeople afforded relief by overseers of other towns. Stubs of notices show name of town notified, name of person(s) allegedly resident of that town, amount expended at time of notice, date of notice, and date of sending notice. Stubs of denials show name of town answered, date notice received, name of person(s) denied aid, nature of reply, date of answer, and date of sending answer. Arr. chron., with half of the vol. devoted to notices, the other half to denials. Hdw. on pr. forms. 100 pp. 11 x 8 x 3/4. Vt.

96. (PAUPER NOTICES AND DENIALS RECEIVED), 1905--. 1 carton, 2 file folders. Missing: 1917-23.
Pauper notices and denials received from overseers of poor of other towns. Notices give name of town notified (Mount Desert), name of its legal resident furnished relief, request that town notified remove its pauper and be responsible for the specified amount expended in his behalf by the town sending the notice, date, name of town sending notice, and signatures of overseers of poor of town sending notice. Denials give name of town addressed (Mount Desert), date and nature of pauper notice received from that town, refusal to contribute towards support of pauper there aided on grounds of non-residence in town notified and denying aid, name of town denying aid, and signatures of overseers of poor of town denying aid. Correspondence from other towns relating to paupers and United States Post Office registry receipts are also included. Carton, 1905-16, not arr.; file folders, 1924--, arr. chron. No index. Notices, denials, and receipts hdw. on pr. forms; correspondence hdw. and typed. Carton, 11 x 9 x 6 3/4; file folders, 11 3/4 x 8½. 1 carton, 1905-16, vt.; 2 file folders, 1924--, file cabinet, off. of sel.

97. (PAUPER INDENTURES), 1840, 1848. 1 bdle.
Indentures made by overseers of poor binding out children of paupers during their minority, giving date, names of overseers of poor, name of person to whom child is bound, name of child and its parents, date of expiration of indenture, conditions, signatures of overseers of poor and person to whom child is bound, and attestation of justice of the peace. Not arr. or indexed. Hdw. 7 3/4 x 2½ x ¼. Shelf in vt.

98. (APPLICATIONS FOR STATE AID), 1918--. 3 file folders,
Copies of applications to the state department of health and welfare for aid in caring for the blind, for indigent mothers, and for dependents of soldiers, sailors, and marines. Miscellaneous correspondence relating to applications is also included. Arr. chron. No index. Hdw. on pr. forms and typed. 11 3/4 x 8½. File cabinet, off. of sel.

99. (CORRESPONDENCE ON INDIAN AFFAIRS), 1923--. 1 file folder.
Correspondence with the state department of health and welfare and the state agent for Indian tribes relating to Indians in Mount Desert receiving aid from the town. Also included are copies of bills for supplies furnished indigent Indians in Mount Desert; these expenditures are reimbursed by the state. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

100. (CORRESPONDENCE ON STATE AID POOR), 1934--. 1 file folder.
Correspondence with the state department of health and welfare pertaining to the support of state aid poor. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

Finance

101. POOR ACCOUNT, MT. DESERT, MAINE, 1902-11. 1 vol. 1850-1901 in Record (Principally Financial Records and Appointments), entry 73; discontinued as a separate record in 1911. 1891-- also recorded in Selectmen's Ledger (of Receipts and Expenditures), entry 31, and (Town Manager's) Ledger (of Receipts and Expenditures), entry 81.
Record of expenditures for poor relief, giving date of expenditure, name of pauper aided, amount of expenditure, name of payee, and purpose. Arr. chron. Indexed alph. by name of pauper. Hdw. 200 pp. 12¼ x 7½ x 5/8. Vt.

VI. ASSESSORS

The office of assessors was created and its relationship to that of the selectmen defined in Mount Desert's first town meeting vote that the selectmen do the duty of the assessors in the year following and that "the Town Proced as soon as posable to asses and raise the Sume of 24 Pounds 5s/3d to pay the State tax Sent for". (Town Meeting Records, vol. I, p. 28.) Until 1926, the two offices were always filled jointly, but in the years 1926-27 and from 1932 to the present, the assessors' and selectmen's offices have been separately filled. (Ibid., vol. X, pp. 53, 84, 192.) The term of the assessors has been only one year until 1932; under the provisions of the better government act effective that year, one man has been elected each year beginning in 1933 to a three man board of assessors with revolving three year terms. (Private and Special Laws, 1929, ch. 97, sec. 2.) For the assessors' annual report, published in the town report, see entry 27.

Inventories, Valuations, and Assessments

102. VALUATION, 1825--. 102 vols. Missing: 1826-28, 1830, 1832-37, 1839, 1843. Title varies: Combined Tax Assessors' Invoice and Valuation Form Book and Assessment of Taxes.

Inventory, valuation, and assessment of polls and estates of resident and non-resident owners subject to taxation, giving the following: name and address of property owner, no. of polls in the household (residents only); description and boundaries of real estate (1840-1915), no. of lot, no. of range, no. of acres of land, no. of buildings, value of land, value of buildings, total value of real estate; inventory and value of personal property, including live stock (poultry statistics recorded, 1924--), investments, lumber (1885--), vehicles (1840--), vessel property, household furniture (1885--), musical instruments (1885--; radios included, 1933--), stock in trade, finished products and raw materials in mills (1885--), other personal property (1885--), and property exempt from taxation (1885--), total value of personal property; total value of real estate and personal property (1885--); school district tax (1831-93), highway tax (1847-84), poll tax (1847--), real estate tax (1847--), personal property tax (1847--), and total tax (1847--); assessors' notices and certificates of assessment (1894--). Arr. alph. by names of property owners; names of resident and non-resident owners entered in separate sections of each vol., 1843--. No index. Hdw. on pr. forms. Vols. vary 24 - 400 pp. 12 x 7½ x 1/8 - 17 x 13½ x 1½. 2 vols., 1825, 1829, res. of Mrs. Ansel Manchester, Northeast Harbor (private collection); 100 vols., 1831--, vt.

Descriptions and boundaries of real estate, 1916--, see entries 103, 104, 105. Certificates of assessments, 1843-64, see entry 107.

103. RECORD OF INVENTORY OF REAL ESTATE, TOWN OF MT. DESERT (Resident and Non-Resident), 1916-27. 2 vols. 1840-1915 in Valuation, entry 102; 1928-- in Record of Inventory of Real Estate, Resident, entry 104, and Record of Inventory of Real Estate, Non-Resident, entry 105.

Descriptions and boundaries of real estate of resident and non-resident property owners, giving name of owner, location of estate, no. of acres of land, and no. of buildings. Arr. alph. by names of property owners. No index. Hdw. on pr. forms. 700 pp. 21 x 16 x 2 3/4. Vt.

104. RECORD OF INVENTORY OF REAL ESTATE, RESIDENT, 1928--. 2 vols. 1840-1915 in Valuation, entry 102; 1916-27 in Record of Inventory of Real Estate, Town of Mt. Desert (Resident and Non-Resident), entry 103.

Descriptions and boundaries of real estate of resident property owners, giving same information as in entry 103. Each vol. printed to contain records for six years. Arr. alph. by names of property owners. No index. Hdw. on pr. forms. 700 pp. 21 x 19 x 2 3/4. Vt.

105. RECORD OF INVENTORY OF REAL ESTATE, NON-RESIDENT, 1928--. 2 vols. 1840-1915 in Valuation, entry 102; 1916-27 in Record of Inventory of Real Estate, Town of Mt. Desert (Resident and Non-Resident), entry 103.

Descriptions and boundaries of real estate of non-resident property owners, giving same information as in entry 103. Each vol. printed to contain records for six years. Arr. alph. by names of property owners. No index. Hdw. on pr. forms. 700 pp. 21 x 19 x 2 3/4. Vt.

106. POCKET VALUATION AND LIST BOOK, 1916--. 47 vols.
Assessors' handbooks, giving the following: name and address of property owner, no. of polls in household; description of real estate, no. of acres of land, value of land, value of buildings, total value of real estate; no. of dogs; inventory and value of personal property, including livestock, investments, stock in trade, vessel property, lumber, vehicles, musical instruments, household furniture, finished products and raw materials in mills, other personal property, and total value of personal property. Owners' names arr. in the order of the calls made by the assessors. Indexed alph. by names of property owners. Hdw. on pr. forms. 200 pp. 8 x 4 x 3/4. Vt.

107. CERTIFICATES OF ASSESSMENT, 1843-64. 1 bdle. Missing: 1865-93; 1894-- in Valuation, entry 102.
Assessors' certificates of taxes assessed and committed to the collector, giving names of tax collector and treasurer, amount of assessment, names of property owners assessed, manner in which tax money will be expended, date tax collector is required to have collections made and deposited in the town treasury, date of certificate, and signatures of assessors. Not arr. or indexed. Hdw. 8½ x 2 3/4 x ½. Shelf in vt.

108. (ASSESSED VALUATION OF THE TOWN), 1908-24. 1 file folder. Discontinued in 1924; 1893-- printed in Annual Report of the Town Officers, entry 27.
Town valuation, giving date, total valuation, tax rate, total amount of assessment, and total state tax. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

Abatements
(See also entries 31, 81)

109. (Rebates on School) DISTRICT ASSESSMENTS, 1894. 1 vol.
Record of rebates allowed on school district tax assessments necessitated by the abolishment of school districts by state law in 1893, giving name of property owner, value of real estate and personal property, and amount of rebate. Arr. alph. by names of property owners under school district no. headings; resident and non-resident owners entered in separate sections of the vol. No index. Hdw. on pr. forms. 200 pp. 17 x 13½ x 1½. Vt.

110. ABATEMENTS, 1924--. 13 papers in file box.
Annual recapitulation of tax abatements, giving year, names of persons whose taxes were abated, causes, amounts, and signatures of assessors. This is the only record of tax abatements kept other than those entered in the selectmen's and town manager's general expense accounts, entries 31 and 81. Arr. chron. No index. Typed. Papers, 13 x 8½; file box, 4 x 10 x 14. Off. of sel.

Maps

111. REAL ESTATE PLANS, 1882-1935. 1 file drawer.
Miscellaneous maps used by assessors for reference in making valuations, showing lot boundaries and numbers, and names and addresses of lot owners; some maps also show adjacent roads, number of acres or square feet in each lot, and names of adjacent property owners (if a map is for a single estate). Drawn by various engineers. Ms. and blue print. Scales vary 1/16" = 1' - 1' = 1000'. 3 x 46 x 35. File cabinet, off. of sel.

112. SKETCH MAP, NORTHEAST HARBOR, MAINE, 1928. 1 map.
Map showing roads, streets, buildings, lots, lakes, mountains, docks, swimming pools, and wharfs. Jerome H. Knowles, Jr. Ms. 1" = 500'. 26¼ x 22. File cabinet, off. of sel.

113. REAL ESTATE MAP OF NORTHEAST HARBOR, undated. 1 map.
Map of all real estate in Northeast Harbor, showing lot boundaries and numbers, names of owners, and buildings. G. H. Holt. Pr. 1" = 400'. 18½ x 20. File cabinet, off. of sel.

114. MAP OF SEAL HARBOR, MOUNT DESERT, MAINE, undated, approx. 1927. 2 maps.
Maps showing locations of property and names of property owners in Seal Harbor. C. P. Simon, J. E. Savage and others. C. P. Gray, New York, N. Y., publishers. 1 pr., 1 ms. 1" = 500'. 28 x 27¼. File cabinet, off. of sel.

Miscellaneous

115. (ASSESSORS' CORRESPONDENCE), 1931--. 3 file folders.
Correspondence received and copies of letters sent by the assessors pertaining to valuations, assessments, and abatements. Arr. chron. No index. Hdw. and typed. 11 3/4 x 8½. File cabinet, off. of sel.

116. REVISED DESCRIPTION OF LAND FOR ASSESSMENT, 1932--. 1 env.
Abstracts of conveyances of real estate, copied from records at Hancock County registry of deeds, and certificate of acceptance by Congress of real estate conveyed to the United States by John D. Rockefeller to be used as an addition to Acadia National Park; these records are used for reference in the assessment of taxes. Not arr. or indexed. Typed. 14 3/4 x 9½. File cabinet, off. of sel.

117. PROBATE COURT (Notices and Correspondence), 1932-34. 1 file folder.
Notices from the probate court apprising the assessors of the ownership of real estate left by deceased persons; correspondence received by the assessors from various persons in answer to requests for information on ownership of real estate left by deceased persons; copies of letters and petitions sent by the assessors to the probate court and various persons requesting information on the ownership of real estate left by deceased persons. Arr. chron. No index. Typed, and typed on pr. forms. 11 3/4 x 8½. File cabinet, off. of sel.

118. (DOG LICENSE LISTS), 1935--. 1 file folder.
Assessors' copies of lists of dogs to be licensed the ensuing year, giving name of owner, no. and sex of dogs, and date of list. Other copies of these lists, compiled by the assessors, are given to the town clerk for reference in the collection of dog licenses. Arr. chron. No index. Typed. 11 3/4 x 8½. File cabinet, off. of sel.

See also entries 21, 106.

VII. TAX COLLECTOR

At the adjourned first town meeting of Mount Desert, held on June 15, 1789, the inhabitants after voting to combine the offices of selectmen and assessors proceeded to vote "also that the Town Expet that the Constable Doe the Duty of Constable and Collector for this Present yeair and untill others

be sworn in there steed". (Town Meeting Records, vol. I, p. 28.) Not until 1816 were the collector's and constable's offices separated; in that year the meeting records show the "Collector's office bid off by Davis Wasgatt". (Ibid., p. 82.) The collector's office was open each year to the inhabitant who bid the lowest percentage commission on tax collections until 1845 when the town voted "That the Treasurer collect the taxes"; the act for Mount Desert's better government effective since 1932 likewise authorized town election of one treasurer and collector of taxes. (Ibid., vol. II, p. 35; Private and Special Laws, 1929, ch. 97, sec. 2.) From 1845 to 1932 the treasurer received a commission on tax collections aside from his salary as treasurer, but by town meeting vote in 1932 one combined compensation was fixed for the joint offices, doing away with commission payments. (Town Meeting Records, vol. X. p. 192.) Since 1930, the tax collector has collected automobile excise taxes in addition to the regularly assessed town taxes. For records of the non-payment of taxes, see the treasurer's records, entry 132; for the tax collector's annually published report, see entry 27.

Collection of Taxes
(See also entry 126)

119. COLLECTOR'S TAX LIST BOOK, 1827--. 16 vols. Missing: 1829, 1831-1924. Title varies: Copy of Tax Bill.
Lists of taxes committed to the tax collector, giving name of taxpayer, no. of polls in household, value of real estate and personal property (1925--), poll tax, real estate tax, personal property tax, total tax (1827-30), interest due (1925--), date tax paid (1925--), and balance due (1925--). Also included, 1925--, are the assessors' warrants, certificates of assessment, and commitments to tax collector. Arr. alph. by names of tax payers. 1827-30, hdw.; 1925--, hdw. on pr. forms. 16 pp. 12 1/8 x 7½ x ¼; 175 pp. 8 x 7 x 1. 3 vols., 1827-30, res. of Mrs. Ansel Manchester, Northeast Harbor (private collection); 13 vols., 1925--, desk, off. of sel.
See also entry, 126.

120. (Stubs of) TAX RECEIPT(s), 1925--. 4 vols.
Stubs of receipts given taxpayers, showing name of taxpayer, amount and kind of tax paid, interest paid (if any), and date of payment. Arr. chron. No index. Hdw. on pr. forms. 150 pp. 13 x 10½ x 1 1/8. Vt.

121. (MOTOR VEHICLE EXCISE TAX RECEIPTS), 1930--. 144 vols. (Numbering varies 1-15 to 1-20 each year).
Carbon copies of excise tax receipts required by ch. 305, sec. 80 of the Public Laws, 1929, giving town and date of payment, name and address of taxpayer, description of vehicle showing year of model, make of car, and motor and serial nos., amount of tax, receipt no., and excise tax collector's signature. The original of this form goes to the taxpayer, and one carbon to the secretary of state. Arr. chron. No index, 1930-31; for index, 1932--, see entry 122. Hdw. on pr. forms. 50 pp. 6 3/4 x 3¼ x ½. 110 vols., 1930-35, vt.; 34 vols., 1936--, desk, off. of sel.

122. (INDEX TO EXCISE TAX RECEIPTS), 1932--. 1 file box.
Card index to motor vehicle excise tax receipts, entry 121, giving name of car owner, vol. and p. nos., and date. Arr. alph. by name of car owner. Hdw. 4¼ x 5¼ x 11½. Desk, off. of sel.

Delinquent Taxes

123. (DELINQUENT TAX LISTS), 1842--. 1 bdle., 70 lists. Missing: 1843-51, 1854-60, 1863-68, 1870-1924.
Lists of unpaid and uncollectable taxes, giving amount owed, name of taxpayer, and date of list. 1842-69, not arr.; 1925--, names of taxpayers arr. alph. in each list. No index. Hdw. Bdle., 8 x 4 x ½; lists, 16 x 9. Bdle., 1842-69, vt.; 70 lists, 1925--, desk, off. of sel.

Correspondence

124. (TAX COLLECTOR'S CORRESPONDENCE), 1936--. 1 bdle.
Miscellaneous correspondence received and copies of letters sent by the tax collector. Not arr. or indexed. Hdw. and typed. 11 x 8½ x 2. Desk, off. of sel.

VIII. TREASURER

James Richardson, Mount Desert's first clerk, was also elected its first treasurer at the plantation meeting of March 30, 1776, at Stephen Richardson's house. (Town Meeting Records, vol. I, p. 20.) The office of treasurer was not filled again until the adjourned first town meeting of June 15, 1789, when James Richardson was once more elected. (Ibid., p. 28.) The election has been made annually for a one year term to the present; since the 1845 meeting vote that the treasurer collect the taxes the offices of treasurer and collector have been filled by joint election. (Ibid., vol. II, p. 35.) For the treasurer's annual report, see entry 27.

Receipts and Expenditures

125. (Treasurer's) CASH BOOK (of Receipts and Expenditures), 1926--. 5 vols. Prior records lost.
Treasurer's record of receipts and expenditures. Receipts give date, payer, purpose, and amount; expenditures give date, order no. (1926-31), warrant no. (1932--), and amount. The first half of each volume is recorded in journal form with receipts on one page and expenditures on the facing page listed in strictly chron. order; the last half of each volume is recorded in ledger form with receipts and expenditures of journal record broken down and listed chron. under the following accounts: tax receipts, excise tax receipts, miscellaneous receipts, deposits, and notes and bonds. Ledger record indexed by tabs attached to pages showing account names. Hdw. on pr. forms. 200 pp. 15 3/4 x 10½ x 1. Vt.

Town notes (selectmen's record), 1897-1932, see entry 38; (treasurer's record), 1926, see entry 126. Town bonds, 1926, see entry 126.

126. CASH BOOK, COLLECTOR, 1925-28. 1 vol.
Isolated record book kept by the treasurer and including the following items: record of all taxes collected and deposited in the treasury, 1925 (the treasurer was tax collector in 1925); record of miscellaneous receipts and expenditures, 1926; interest on deposits, miscellaneous receipts, and town notes and bonds, August 1926; orders paid by the Bar Harbor Banking and Trust Company, June 1928. Arr. chron. by subjects. Indexed alph. by subjects. Hdw. 150 pp. 12 x 7½ x ½. Vt.

Record of taxes collected, 1827-30, 1925--, see entry 119. Town notes (selectmen's record), 1897-1932, see entry 38; (treasurer's record), 1926--, see entry 125. Town bonds, 1926--, see entry 125.

127. (PAID TOWN ORDERS), 1825-35. 1 bdle. All others lost or destroyed; in 1932, town orders replaced by (Treasurer's Warrants, State Accounting System), entry 129.
Orders issued by the selectmen and paid by the treasurer, giving order no., names of treasurer and payee, date of order, amount, purpose, and signatures of selectmen. Arr. chron. No index. Hdw. on pr. forms. $6\frac{1}{2}$ x 4 x $\frac{1}{4}$. Res. of Mrs. Ansel Manchester, Northeast Harbor (private collection).

128. (PAID INVOICES), 1845--. 76 file boxes (numbered 1-5, 6, 7, or 8, depending on the number of file boxes used annually), 2 bdles. Missing: 1846-1923.
Paid invoices for material and supplies delivered to all town departments, giving date, name of consignee, description of material and supplies, amount, name of firm furnishing material and supplies, and invoice no. 1924--, arr. numerically; 1845 not arr. No index. Hdw. and typed, generally on pr. forms. File boxes, 4 x $9\frac{1}{4}$ x $12\frac{1}{2}$; bdles. aver. 6 3/4 x 3 x 2 1/8. 1 bdle., 1845, shelf in vt.; 76 file boxes, 1 bdle., 1924--, shelf in closet adjoining off. of sel.

129. (TREASURER'S WARRANTS, STATE ACCOUNTING SYSTEM), 1932--. 3 bdles. Record begun in 1932, replacing (Paid Town Orders), entry 127.
Treasurer's copies of warrants issued by the selectmen for town expenses, giving date, warrant no., payee(s), purpose, check no. (entry 139), invoice no. (entry 128), amount, and signatures of selectmen. Arr. chron. No index. Hdw. and typed on pr. forms. Bdles. aver. 9 x 6 x $3\frac{1}{2}$. 2 bdles., 1932-36, vt.; 1 bdle., 1937--, file cabinet, off. of sel.
For selectmen's copies of warrants, 1932--, see entry 34.

130. (Treasurer's Copies of) RECEIPTS, 1932--. 10 vols. Not used previously.
Treasurer's copies of receipts given persons depositing money in the town treasury, showing receipt no., date, amount received, name of payer, account credited, and signature of treasurer. Arr. chron. No index. Hdw. on pr. forms. 50 pp. $8\frac{1}{4}$ x $4\frac{1}{4}$ x $\frac{1}{2}$. Vt.
For selectmen's copies of receipts, see entry 35.

Miscellaneous Tax Records

131. (SCHOOL DISTRICT TAX ACCOUNT), 1790-1817. 2 vols.
Treasurer's accounts with the school district tax collectors, giving name of collector, amount committed for collection, date and amount of taxes deposited with the treasurer, and balance due. Arr. chron. under school district no. headings. No index. Hdw. 32 pp. 11 7/8 x 7 5/7 x 3/8. Res. of Mrs. Ansel Manchester, Northeast Harbor (private collection).

132. (TAX DEEDS AND CERTIFICATES OF SALES), 1843--. 2 bdles. 3 envs. Missing: 1844-45, 1847-94, 1908-14, 1916-30.
Collector's original tax deeds to real estate sold for Mount Desert by the tax collector for delinquent taxes (filed with treasurer in accordance with Public Laws, 1844, ch. 123, sec. 12) stating amount and date of unpaid assess-

ment, date and places of advertisement of tax sale, dates of notifications of owner and certification with town clerk, date and place of public auction, name of purchaser, certification of ownership, amount of payment, description of property, signatures of tax collector and witness, attestation of justice of the peace, record of receipt and registry at Hancock County registry of deeds. Sheriff's original tax deeds to real estate sold for Mount Desert by the sheriff for delinquent taxes, giving name of sheriff, date and place of sale, date and name of newspaper in which notice was published, date and locations of posting notices, names of tax collector and purchaser, amount paid by purchaser, covenant, date and time of attachment, description of property, signatures of witnesses and sheriff, and attestation of notary public. Certificates of tax sales give name of treasurer to whom certificate is addressed, name of tax collector, date and place of tax sale, names of purchasers, description of property sold, names of owners, amount of tax, including interest and charges, total amount realized on sales, signature of tax collector, and dated attestation of justice of the peace. Not arr. or indexed. Hdw. on pr. forms. Bdles. aver. $9\frac{1}{2}$ x $6\frac{1}{4}$ x 2; envs. aver. $9\frac{1}{4}$ x 8 1/8. 1 bdle., 1 env., 1843-96, shelf in vt.; 1 bdle., 2 envs., 1897--, safe, off. of sel.

Notes and Bonds
(See also entries 38, 125, 126)

133. (PAID TOWN BONDS AND COUPONS), 1930--. 11 envs.
Original town bonds and coupons which have been paid and canceled. Bonds give type and amount, no. of bond, rate of interest, date principal due, dates interest payable, name of bank at which bond is payable, date of bond, and signatures of selectmen and treasurer; coupons give date and amount payable, period of interest payable, type of bond, no. and date of coupon, and signature of treasurer. Not arr. or indexed. Hdw. on pr. forms. $8\frac{1}{2}$ x $3\frac{1}{2}$. Desk, off. of sel.

134. (PAID TOWN NOTES), 1931--. 1 bdle.
Original town notes which have been paid and canceled, giving date and no. of note, name of noteholder, amount, interest rate, date of maturity, and signatures of selectmen and treasurer. Not arr. or indexed. Hdw. on pr. forms. 6 x 4 x 3. Safe, off. of sel.

135. (TOWN OFFICERS' BONDS), 1830--. 2 bdles. Missing: 1831, 1870-1925.
Bonds of constables, tax collectors, and treasurers, giving date, names of bondsmen and principal, amount, duration, and conditions of bond, signatures of principal and witnesses, date approved, and signatures of selectmen. Not arr. or indexed. Hdw. and hdw. on pr. forms. Bdles. aver. $8\frac{1}{4}$ x $3\frac{1}{2}$ x $2\frac{1}{4}$. 1 bdle., 1830-69, shelf in vt.; 1 bdle., 1926--, safe, off. of sel.

Bank Account

136. DUPLICATE DEPOSIT SLIPS, 1925--. 23 vols.
Duplicate bank deposit slips, giving amount and date of deposit. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 50 pp. $9\frac{1}{4}$ x $3\frac{1}{2}$ x 3/8. 21 vols., 1925-36, vt.; 2 vols., 1937--, desk, off. of sel.

137. (Bank Deposit Books) TOWN OF MT. DESERT, 1925--. 6 vols.
Bank deposit books, giving name of bank, name of town, and date and amount

of each deposit. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 11 pp. $6\frac{1}{4}$ x $3\frac{1}{4}$ x $\frac{1}{4}$. Safe, off. of sel.

138. (CHECK BOOK STUBS), 1931--. 47 vols.
Stubs of checks issued for town expenses, giving amount brought forward, amount of check, balance, date of check, payee, purpose, and check no. Arr. chron. No index. Hdw. on pr. forms. Vols aver. 186 pp. $11\frac{1}{2}$ x $7\frac{1}{2}$ x 1. Vt.

139. (CANCELED CHECKS), 1935--. 2 bdles., 1 carton.
Canceled checks returned from banks after payment, giving date, check no., name of bank on which check is drawn, payee, amount, and signature of treasurer. Arr. chron. No index. Hdw. on pr. forms. Bdles., $8\frac{1}{4}$ x 6 x 5; carton, 12 x 11 x 9. Shelf in vt.

140. (BANK STATEMENTS), 1930--. 2 bdles.
Monthly bank statements, giving amount and date of each deposit, amount and date of each check drawn, and balance. Not arr. or indexed. Typed on pr. forms. $9\frac{1}{2}$ x $7\frac{1}{2}$ x $1\frac{1}{2}$. Vt.

Special Accounts

141. (BOUNTIES PAID ON WHEAT AND CORN), 1838. 1 paper.
Copy of a report made to the secretary of state by the town treasurer on cash paid by the town to persons eligible for bounties allowed by the state on wheat and corn in accordance with Public Laws, 1837, ch. 295, and 1838, ch. 334. The report form gives name of grower, no. of bushels of wheat and corn raised, no. of acres sowed, amount of seed used, date and amount of bounty paid by the town, remarks, signature of treasurer, and attestation of justice of the peace. The two laws cited above allowed reimbursement to towns for bounties paid by them; the reimbursement was authorized by the legislature and paid by the state treasurer. No index. Hdw. on pr. forms. $15\frac{1}{2}$ x 9. Shelf in vt.

142. RECORD OF MONEY PAID ON DISTRICT SCHOOL HOUSES, 1845-59. 1 vol.
Record of taxes assessed by the tax assessors on the inhabitants of each school district; record of district orders drawn on the treasurer by the selectmen, giving date, order no., payee, purpose, and amount. Arr. chron. according to school districts. No index. Hdw. 100 pp. 8 x 6 x $\frac{1}{2}$. Shelf in vt.
School orders, 1864-99, see entry 36; 1929--, see entry 152.

143. SEWER ACCOUNTS (and Permits), 1902--. 2 vols.
Record of payment of fees assessed for opening sewers, giving date of payment, name of payer, amount, and location of property. Permits granted to open sewers are recorded, 1916-33, giving same information as in entry 43. Arr. chron. Indexed alph. by name of property owner. Hdw. on pr. forms. Vols. aver. 144 pp. 10 3/4 x 6 3/4 x $\frac{1}{2}$. Vt.
Sewer permits, 1898-1916, 1931--, see entry 43.

Miscellaneous

144. (TREASURER'S CORRESPONDENCE), 1845--. 1 file box, 1 bdle. Missing: 1867-1930.
Miscellaneous correspondence received and copies of letters sent by the treasurer pertaining to town financial affairs. A few treasurer's receipts are in-

cluded in the bundle, 1845-66. 1 file box, 1931--, arr. alph. by subjects; 1 bdle., 1845-66, not arr. No index. Hdw. and typed. File box, $6\frac{1}{4}$ x 10 x 12; bdle., $5\frac{1}{2}$ x $3\frac{1}{4}$ x $\frac{1}{4}$. Shelf in vt.

145. (NOTICES OF STATE AID), 1865-77. 1 bdle.
Notices from state treasurer to Mount Desert town treasurer of money furnished by the state for aiding schools and families of Civil War volunteers, giving subject, date, and amount. Not arr. or indexed. Hdw. on pr. forms. 7 3/4 x $3\frac{1}{2}$ x $\frac{1}{4}$. Shelf, in vt.

IX. AUDITOR

The first clear record of the office of town auditor in Mount Desert appears in 1896 when the town meeting chose one auditor; the election has been repeated annually to the present. (Town Meeting Records, vol. VI, p. 384.) Except for the auditor's annual report, published in the town report since 1898, the office is non-record-keeping. The Maine laws do not specify the duties of town auditors, although the requirement that the town elect these officers each year may be found in the Revised Statutes, 1930, ch. 5, secs. 12, 14.

X. ROAD COMMISSIONERS

A petition from the inhabitants of Mount Desert to Governor Bernard in 1768 states that "we have Cleared Rodes too" and mentions "the North east marsh where we have had a Rode this five yeare". (Papers of Sir Francis Bernard, vol. XI, p. 271. Sparks Collection, Harvard University.) When the first plantation meeting was held eight years later in March 1776, the inhabitants voted "that there be a Public Rode, Lade out & opnd from Mr. Parkers at Camp Cove to Crummels harber or Mr. Burrds"; the meeting went on to elect a three man "Committee to lay out the afor said Rode" and two "Sarvaryers to Repair the aforesaid Rods". (Town Meeting Records, vol. I, p. 20.) The road committee and surveyors were elected each year through 1778. (Ibid., p. 23.) Following Mount Desert's incorporation as a town, these officials reappear; the first town meeting elected two "Sarvarers of Heigh ways", and in 1792-93 five members of a road committee were additionally elected. (Ibid., pp. 27, 34, 39.) Until 1852, highway surveyors were annually elected to supervise construction and repair of town roads within the town established highway districts; with revisions in the number and bounds of these districts, the number of surveyors fluctuated, increasing from the two of 1789 to the twenty-six of 1835. (Ibid., vol. III, p. 54.) The last election of highway surveyors occurred in 1886 when the town repeated a provision voted occasionally before that time "that the Selectmen act as Highway Surveyors". (Ibid., vol. VI, p. 154.) In 1852 for the first time, and thereafter in 1876 and 1880, the town had elected road commissioners for the town as a unit in preference to surveyors for the individual districts; between 1887 and 1931 from one to three commissioners were chosen annually for a one year term of office. (Ibid., vol. IV, p. 125; vol. V, p. 379; vol. VI, p. 50; vol. X, p. 169.) The Maine legislative act for Mount Desert's better government which became effective January 1, 1932, provided that the selectmen serve also as road commissioners; it also specified that the town manager be chosen for "his technical knowledge for road construction," and that preference in appointing the manager be given to civil engineers. (Private and Special Laws, 1929, ch. 97, secs. 5, 9.) The road commissioner's office has not been primarily a record-keeping one;

for records of petitions for town roads, laying out of roads, and town meeting acceptance or rejection of the roads laid out see the clerk's records, entries 1, 24; for selectmen's financial and administrative records relating to town roads, see entries 29, 31-34, 55-56, 58, 61, 73; for the town manager's records of town roads, see entries 81-83, 85-87. For the road commissioner's annually published report (now included in the town manager's report), see entry 27.

146. (TIME BOOKS), 1937--. 9 vols. Prior records destroyed.
Time books for road work, giving name of employee, occupation, total no. of hours worked weekly, rate per hour, total weekly amount earned. Arr. chron. No index. Hdw. Vols. aver. 50 pp. 6 3/4 x 4 x 1/8. Desk, off. of sel.

XI. SCHOOL COMMITTEE

At its meeting in 1790, Mount Desert established and bounded nine town school districts, but it was not until 1798 that it elected its first school official, a school treasurer; the officer was reelected annually only through 1814. (Town Meeting Records, vol. I, pp. 31, 53, 80.) The Massachusetts laws of this period made it the duty of the "ministers of the gospel & the selectmen (or such other persons as shall be specially chosen . . . for that purpose)" to inspect and regulate the schools of the town, and it was probably because of this provision that a town school committee was not elected before 1807. (Massachusetts Acts and Resolves, 1789, ch. 19, sec. 7.) From 1807 to the present a school committee has always been in office, except in the years 1878-92 when a school supervisor was chosen each year in its stead. (Town Meeting Records, vol. I, p. 72; vol. VI, pp. 19, 281.) In 1822, the town established a new school office in electing sixteen school agents to supervise the district schools, under the general administration of the school committee; the agents continued to be elected each year, occasionally in district rather than town meetings, through 1892 when the last record of the office appears in the recorded oaths of four agents. (Ibid., vol. II, p. 62; vol. VI, p. 291.) But it is the school committee which has always been the central administrative agency regulating town schools. Its structure has varied considerably: from a fourteen to nineteen man board, it was reduced in 1829 to a three man board, and three is the number which has generally prevailed to the present; in 1854, members were first elected for three year revolving terms, but this term of office did not become firmly established until 1898. (Ibid., vol. III, p. 30; vol. V, p. 16; vol. VII, p. 65.) In 1932, under the provisions of the Mount Desert better government act, the board of selectmen began serving also as the town's school committee; currently, therefore, the membership and terms of office of the two agencies are identical. (Private and Special Laws, 1929, ch. 97, sec. 5.) School district records supplementing those listed below may be found in entries 1, 36, 109, 131, and 142. For the combined records of school union #98 in the Southwest Harbor inventory, see entries 67-78. For the published annual reports of the school committee and of the superintendent, see entry 27.

Minutes and Reports

147. RECORD (of School District Meetings), DISTRICT NO. 1, 1864-76.
1 vol.
Minutes of the meetings of the inhabitants of school district no. 1., giving date and place, business discussed and voted on, and signature of school district agent. Arr. chron. No index. Hdw. 100 pp. 8 x 8 x ½. Safe, store of t. c.

148. (Record of School District Meetings) SCHOOL DISTRICT NO. 8, 1873-99. 1 vol.
Minutes of meetings of the inhabitants of school district no. 8, giving date and place, business discussed and voted on, and signature of school district agent. Meetings held in this district after 1893, date of the abolishment of school districts by state law, were special assemblies convened to complete the financial affairs of the district. Arr. chron. No index. Hdw. 100 pp. 8 x 8 x ½. Safe, store of t. c.

149. REC(ord of School Committee Meetings), TOWN OF MT. DESERT, 1918--. 2 vols.
Minutes of the meetings of the Mount Desert school committee, giving date and place of meeting, members present, business discussed and voted on, and signature of superintendent of schools. Also included are records of contracts between the school committee and various concerns for material and supplies to be furnished the schools, notices of bids for conveyance drivers, materials, supplies, etc., and record of bids accepted; recommendations for appropriations; and annual reports of the school committee. Arr. chron. No index. Hdw. and typed. Vols. aver. 75 pp. 9 3/4 x 7½ x 3/4. Off. of supt. of sch., Odd Fellows' Bldg., Southwest Harbor.

150. (ANNUAL REPORT OF THE SCHOOL COMMITTEE), 1928--. 9 papers.
Copies of annual reports submitted to the Mount Desert selectmen by the Mount Desert school committee showing a distribution of appropriations and expenditures for high schools and elementary schools under the following accounts: text books, school supplies, apparatus and equipment, fuel, repairs, janitors and cleaning, domestic science, school bands, and health nurse and physical director. Arr. chron. No index. Typed. 11 x 8½. File cabinet, off. of supt. of sch.
See also entry 27.

Finance

151. SCHOOL ACCOUNT BOOK, 1914--. 10 vols.
Record of receipts and expenditures for the following accounts: school fund (tuition, board of pupils, textbooks, desk and laboratory supplies, teachers' wages, fuel, janitor and cleaning, and conveyance), repairs, apparatus and equipment, lots and buildings, superintendence, school committee and office expense, compulsory education, medical inspection, physical education, rent, insurance, light and power, and industrial education (industrial arts, home economics, agriculture, and evening school). Receipts give balance unexpended, appropriation, amounts received from the state, tuition, incidentals, date of each receipt, and total; expenditures give order no., date, payee, purpose, and total. In the back of each vol. there are recapitulation accounts showing the annual expenditures for each school. Arr. chron. under account headings. A table of contents lists accounts. Hdw. on pr. forms. Vols. aver. 105 pp. 16 x 12 x 3/4. Off. of supt. of sch.
School district accounts, 1864-99, see entry 36.

152. (STUBS OF SCHOOL ORDERS), 1929--. 12 vols.
Stubs of orders drawn on the selectmen by the superintendent of schools, giving order no., town, date, payee, purpose, and amount. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 4 x 3½ x ½. Off. of supt. of sch.
School district orders, 1845-59, see entry 142; 1864-99, see entry 36.

153. (TEACHERS' AND JANITORS' PAYROLLS), Sept. 1933--. 1 file box.
1929-June, 1933 in Teachers' (and Janitors' Pay)Rolls, entry 74, Southwest Harbor inventory.
Semi-monthly payrolls for Mount Desert teachers and janitors, giving name of teacher or janitor, days worked, amount of salary due, and total payroll. Copies of these payrolls are presented to the selectmen who issue treasurer's warrants, entry 129, for their payment. Divided by names of schools and filed chron. No index. Typed. 8 x 5 x 8. File cabinet, off. of supt. of sch.

154. UNPAID BILLS FOR MT. DESERT, 1937--. 1 file drawer.
Unpaid bills and invoices for material and supplies delivered to Mount Desert schools, giving date, name of consignee, description of material or supplies, amount due, and invoice no. Payment of these bills and invoices is finally made by the Mount Desert treasurer; paid school bills and invoices are included in the records listed in entry 128. Not arr. or indexed. Hdw. and typed on pr. forms and plain paper. $3\frac{1}{4}$ x 9 x 12. File cabinet, off. of supt. of sch.

Academic Records

155. TEACHERS' ELEMENTARY SCHOOL REGISTER, 1934--. 68 pamphlets.
Annual record kept by Mount Desert elementary school teachers for each school grade with forms giving the following: name of pupil, grade preceding and current school years, age Sept. 1 of current year; daily record of tardiness, dismissal, absence, and presence during term, total for each of three terms and year; record of promotion or non-promotion at end of year; remarks; term summaries, giving name, address, and weekly salary of teacher; dates of opening and closing of term and length of term in weeks; no. of pupils registered (boys, girls, and total); aggregate attendance of all pupils, average attendance, no. of instances of tardiness, dismissal, and truancy, no. of pupils not absent one half day; no. of pupils (boys, girls, and total) conveyed to school at town expense; nos. and dates of superintendent's and citizens' visits; no. of daily recitations and classes in all studies individually listed; dates of sight and hearing tests, no. of pupils examined, no. found defective in either; summary of teacher's professional experience and training; teacher's certification of accuracy of record; yearly recapitulation of term summaries showing additionally distribution of enrollment by grades, no. of pupils in same grade more than one year, and summary of school's physical capacity and equipment. Arr. alph. by names of students and chron. by terms. No index. Hdw. on pr. forms supplied by the state department of education. 9 pp. 11 3/4 x $9\frac{1}{2}$ x 1/16. Off. of supt. of sch.

156. SECONDARY SCHOOL REGISTER, 1934--. 28 pamphlets.
Annual record kept by Mount Desert and Gilman High School principals with forms giving the following: name, no., grade, and age of pupil Sept. 1 of current school year; daily record of tardiness, absence, or presence during term, total for each of three terms and for year, and remarks; term summaries giving dates of opening and closing of term and length in weeks, no. of pupils, (boys, girls, and total) registered, aggregate attendance of all pupils, average attendance, no. of instances of tardiness and dismissal, no. of pupils not absent for any session, no. conveyed to school at town expense, no. and date of superintendent's and citizens' visits, no. of periods in daily program, statement of sight and hearing examinations made, no. of pupils examined

and no. defective in either, principal's certification of accuracy of record; yearly recapitulation totalling term summaries and showing additionally: no. of resident and non-resident pupils (boys, girls, and total), nos. previously registered during year in (a) other schools in town (b) schools in other towns (c) no school; aggregate attendance of non-resident pupils; seating capacity of school; no. of boys and girls enrolled in specified classes and courses, no. graduated, no. of pupils taking subjects listed; no. of teaching positions filled by males, females, and total; no. of individuals employed as teachers (male, female, and total); average weekly wage of teachers of each sex; statement of proportion of principal's time spent outside his own classes in supervision and inspection; statement as to whether all pupils in school qualified as legally required and whether any were admitted or excluded for reasons other than fitness or unfitness in scholarship; and statement as to adequacy of school equipment. Arr. alph. by names of students and chron. by terms. No index. Hdw. on pr. forms supplied by the state department of education. 9 pp. 11½ x 9½ x 1/16. Off. of supt of sch.

157. (Permanent Records of) GILMAN HIGH SCHOOL, 1923--. 2 vols. Record begun in 1923. For prior similar record, see entry 75, Southwest Harbor inventory.

Cumulative four year record of Gilman High School students promoted giving name, address, and age of pupil; names of parents or guardian; course taken; class (graduate of); name of grammar school attended; and a four year cumulative record showing days present, one half days absent, times tardy, and deportment for first and second halves of each of the four years in high school; final scholastic standing (each year) in courses tabulated; no. of units credited each year, average for course; no. and position in class; remarks, and date diploma granted. Arr. alph. by surname of student in alph. tabbed vols. No index. Hdw. 300 pp. 12 x 9 3/4 x 2¼. Off. of supt. of sch.

158. (PERMANENT RECORDS OF MOUNT DESERT HIGH SCHOOL), 1922--. 1 vol. Record begun in 1922. For prior similar records, see entry 75, Southwest Harbor inventory.

Cumulative four year record of Mount Desert High School students, giving same information as in entry 157. Arr. alph. by surname of student in alph. tabbed vol. No index. Hdw. 400 pp. 12½ x 9 x 2½. Off. of supt. of sch.

School Census

159. (MOUNT DESERT SCHOOL CENSUS), 1929--. 1 bdle.

Cumulative card census of Mount Desert school children by family units, with form showing name of parent or guardian; and, for each child in family of school age, name, sex, date of birth, and age in year of entering school. Arr. alph. by surnames of parents. No index. Hdw. on pr. forms. 5 x 3 x 3½. File cabinet, off. of supt. of sch.

For school district census, 1864-99, see entry 36.

XII. TRUANT OFFICER

Truant officers were first chosen in Mount Desert when the town meeting of 1888 elected three men to serve in the ensuing year. (Town Meeting Records, vol. VI, p. 188.) From 1900 through 1914 the officers were annually appointed by the selectmen, but from 1915 to the present the school committee has made the appointment; the number of officers chosen each year has ranged between two and seven, being two currently. (Ibid., vol. VIII, pp. 278, 369.) The

officers keep no records and publish no reports; their duties in enforcing the state's compulsory education laws are outlined in Revised Statutes, 1930, ch. 17, sec. 79.

XIII. HEALTH NURSE

Record of the office of public health nurse first appears in Mount Desert on page 50 of the 1922 annual town report (for the municipal year 1921) with the publication of the nurse's report to the superintendent of schools. The first reference to the office in the town meeting records is in the action on article 55 of the 1922 town meeting warrant: "Voted to raise $500 for school health work and physical health supervision in accordance with chapter 73, P. L. of 1919." (Town Meeting Records, vol. IX, p. 306.) Not until 1926 is there any record of an appointment of the nurse; the appointment has continued to be made annually to the present. (Ibid., vol. X, p. 63.) The appropriation covering the nurse's services is not paid directly to the officer as a salary but to the Mount Desert chapter of the Red Cross; the records of the nurse are considered, therefore, as Red Cross rather than town records; and although she is listed in the town reports as a town officer, the nurse is not responsible to any town official, according to the statement of the town manager. For the annually published report of the nurse, see entry 27.

XIV. HEALTH OFFICER

In 1894, a three man board of health was elected at Mount Desert's annual meeting, one man for one year and one each for two and three years. (Ibid., vol. VI, p. 345.) One man was chosen for a three year term each year thereafter until 1922 when one of the board's three members was reappointed by the selectmen as a single health officer to replace the three man board. (Ibid., vol. IX, p. 318.) The health officer has continued to be appointed annually to the present; his duties are those specified in Revised Statutes, 1930, ch. 22, sec. 8. The officer publishes no report.

160. (HEALTH OFFICER'S CALLS), 1919--. 2 vols.
Record of calls made by the health officer, giving date, name of person visited, purpose, and amount received from the town for services rendered. Arr. chron. No index. Hdw. Vols. aver. 63 pp. 9 x $7\frac{1}{4}$ x 3/8. Res. of M. J. Jordan, health officer, Seal Harbor.

XV. EXAMINER OF THE BLIND

Although the office is not mentioned in the town meeting records before the 1917 record of his appointment, an examiner of the blind has been listed with other town officers in the annual reports published since 1916. (Town Meeting Records, vol. IX, p. 58.) His appointment for a one year term has been annually recorded in the minutes of selectmen's meetings since 1932, the year when those records begin. (Record of Selectmen's Meetings, 1932, p. 9.) The officer keeps no records and submits no report to the town, his duties being to examine blind residents of Mount Desert requesting assistance from the state under the state pension laws. (Cf. Revised Statutes, 1930, ch. 5, sec. 79; ch. 158, sec. 19.)

XVI. PLUMBING INSPECTOR

The office of plumbing inspector was created in Mount Desert in 1914 by the selectmen's appointment of two inspectors to serve in the year following. (Town Meeting Records, vol. VIII, p. 293.) The officers have been annually appointed to the present. They publish no reports and keep no records, their duties being those specified in Revised Statutes, 1930, ch. 22, secs. 118-124.

XVII. MILK INSPECTOR

First in 1914, and annually since that year, the Mount Desert selectmen (or, since 1932, the town manager) have appointed one milk inspector for a one year term. (Town Meeting Records, vol. VIII, p. 292.) The inspector keeps no records and publishes no report; his duties are those specified in Revised Statutes, 1930, ch. 42, sec. 13.

XVIII. FIRE DEPARTMENT

The office of fire chief in Mount Desert first appears in the recorded selectmen's appointment of one man to serve in the municipal year 1913. (Town Meeting Records, vol. VIII, p. 239.) In 1917, the number of fire chiefs was increased to two, one man serving in Northeast Harbor and one in Seal Harbor; since 1927 there have been three fire chiefs, the new appointee serving in Somesville. (Ibid., vol. IX, p. 73; vol. X, p. 80.) Although many of Mount Desert's firemen are volunteers whose services the town pays for at a fixed rate per hour during fire drills or fires, certain town constables are appointed to serve at fires, and since 1884 the town has chosen from one to nine fire wardens. (Ibid., vol. VI, p. 118.) The three chiefs direct the firemen's services, see that fire equipment is kept in good order, and report to the selectmen all necessary expenditures to be made from the town's appropriations for protection of persons and property. The fire chiefs submit no annual town reports; for supplementary records kept by the clerk, selectmen, and the town manager, see entries 25, 31-34, 37, and 81-83.

161. FIRE CALLS, 1935--. 1 env. Missing; 1906-34; 1895-1905 in (Record of Fires), entry 25.

Fire chief's record of fires, giving date and place of fire, box no., name of owner of building, extent of loss on building and contents, and amount of insurance carried on the building and contents. Not arr. or indexed. Hdw, on pr. forms. 6 x 4½. File cabinet, fire station, Mun. Bldg.

XIX. DEPUTY FIRE WARDENS

By state law, the selectmen of each Maine town are ex officio forest fire wardens for that town and are empowered to appoint as assistants one or more deputy fire wardens. (Revised Statutes, 1930, ch. 11, sec. 34.) In Mount Desert, one or two deputy wardens have been annually elected, or more often appointed, since 1916. (Town Meeting Records, vol. VIII, p. 413.) The office is non-record-keeping, its duties being stipulated in the chapter and section of the 1930 Revised Statutes cited above.

XX. CONSTABLES AND POLICE

Mount Desert's first town meeting elected two constables and authorized

(next entry, p. 67)

them to collect taxes as well as preserve the peace; in 1816 the duties of constables and collector were separated, and in 1900 the officers were first appointed by the selectmen; but aside from these changes and a variation in the number chosen annually (between one and fourteen), there has been little change in the structure of the office from its establishment. (Town Meeting Records, vol. I, pp. 27, 82; vol. VII, p. 174.) In 1898, Mount Desert's first police officer was appointed by the selectmen; the office has been filled annually (with several omissions), and the number of officers appointed has ranged between one and six. (Ibid., p. 81.) In 1922, the selectmen appointed the officer "as a Police Officer and Chief of Police"; as chief, the present officer is assisted by the town's regularly appointed constables in preserving order. (Ibid., vol. IX, p. 336.) Neither the police nor constables are record-keeping offices.

XXI. SEALER OF WEIGHTS AND MEASURES

In 1853, Mount Desert's selectmen first appointed a town sealer of weights and measures; the office has continued to be filled to the present, tenure being for an indefinite term. (Ibid., vol. V, p. 8.) The sealer keeps no records but since 1932 has annually published a report on the results of his examinations of weights and measures used commercially within the town. The duties of the officer are outlined in Revised Statutes, 1930, ch. 53, secs. 8-27.

XXII. HARBOR MASTER

The first clear record of the town harbor master's appointment in Mount Desert appears in the selectmen's appointment of one officer in 1928. (Town Meeting Records, vol. X, p. 97.) The office has been filled annually to the present; it is non-record-keeping, but its responsibilities for keeping the town harbor clear are outlined in Revised Statutes, 1930, ch. 5, secs. 181-188.

XXIII. SURVEYOR OF WOOD, LUMBER, AND BARK

". . . Its natural Productions are oak, Beech, Maple, & all Sorts of Spruce & Pines to a large Dimension . . . ash, Poplar, birch of all Sorts, white Cedar of a large Size, Sasafrass, & many other sorts of wood, we know no name for. . . . The King's Dock Yards might be supplied for many Years with Sparrs from 27 inches & downwards. . . ." (Papers of Sir Francis Bernard, vol. X, pp. 211, 213. Sparks Collection, Harvard University.) Thus, after visiting the Island in the fall of 1762 did one of the officers on Governor Bernard's Cygnet describe Mount Desert's magnificent lumber resources. The town's manifold activity in the lumber trade is reflected in the numerous town offices established to regulate locally the processing and sale of lumber. At the first town meeting in 1789, four surveyors of boards, and two cullers of staves were elected. (Town Meeting Records, vol. I, p. 27.) In the next few years the following additional officers were elected: 1790, surveyor of cords; 1793, surveyors of shingles; 1798, surveyors of drift lumber; 1799, surveyors of "plank bords and joyce"; 1800, surveyors of boards, plank, slit-wood and timber; and 1804, surveyors of lumber. (Ibid., pp. 29, 38, 53, 56, 68.) All these offices, however, except the last created, were relatively short-lived, for from 1826 to the present only that office (expanded to include duties of measuring wood and bark) has been filled. Since 1913, it has

been filled by selectmen's appointment rather than town election. (Town Meeting Records, vol. V, p. 78.) The specifications which the Maine law requires the measurers to enforce are outlined in Revised Statutes, 1930, ch. 57, sec. 14.

XXIV. ELECTION CLERKS

Mount Desert's first election clerks were appointed by the selectmen for a two year term in 1894, and the officers have been biennially appointed for the same term since that time. (Town Meeting Records, vol. VI, p. 346.) In 1922, with the revision of the town's election districts, twelve clerks were appointed; the number increased to fifteen in 1930 and sixteen in 1932. (Ibid., vol. IX, pp. 316-317; vol. X, pp. 148, 205.) The duties of election clerks are those specified in Revised Statutes, 1930, ch. 8. sec. 13.

XXV. PLANNING COMMITTEE

The Mount Desert town planning committee was established by the 1928 town meeting vote that the selectmen "appoint a Town Planning Committee of at least seven members, including the three presidents of the Village Improvement Societies, to guide the future development of the town along the line of civic improvement and to make recommendations at the next town meeting." (Town Meeting Records, vol. X, p. 98.) The committee's 1929 report to the town is prefaced with the statement that "The Town Planning Committee was appointed under Article 77 of the Warrant of 1928 by the Board of Selectmen of the Town of Mount Desert for a term of three years. . . . This committee is composed of eighteen members, half of which are permanent residents and half of which are summer residents." (Annual Report, 1930, p. 131.) Records of the selectmen's appointments to the committee either in 1928 or later years are not found in the town meeting or selectmen's records; from the committee's published reports and from a list of committee members available in its files (see entry 162) the three year tenure appears to have remained unaltered, although membership has varied from eighteen in 1928-30 to twenty in 1931-33 and sixteen in 1934-36. In 1937, the committee published no report, and there is no record of new members to replace the outgoing committee of 1936; a planning committee nevertheless has continued to function in the town and has met as recently as September 1937.

The purposes for which the planning committee was created are indicated in article 79 of the 1931 town meeting warrant: ". . . to review general town problems, engineering projects and plans pertaining especially to playgrounds, public parks, sanitation, zoning, proposed location of new public roads and the relocation and widening of old ones, aviation and athletic fields and other matters on town planning referred to it by the Town or Selectmen; and to report its findings and recommendations to the town in the annual report." (Town Meeting Records, vol. X, p. 173.) With so broad a field of responsibility the planning committee has from time to time appointed special subcommittees of its membership to consider various divisions of its civic program. One such subcommittee was the three man park committee appointed by the committee chairman in 1928 "to report on a park plan along the East Shore Road and in the vicinity of Sea Street. . . ." (Annual Report, 1929, p. 109.) There is no later record of the activities of this committee, but the town engineer's map of the proposed park, drawn for the committee, is listed in entry 164. A second committee, now functioning under the planning committee, is the zoning committee,

separately created in 1928 by selectmen's appointment. (Ibid., p. 91.) Considering the related purposes of the two committees, it is not surprising that the planning committee has absorbed the zoning committee as one of its own subcommittees; records of appointments to the office are not available, but the most recent annual report of the zoning committee, that for 1936, is included under the planning committee's report. (Ibid., 1936, p. 98.) There were three members of the committee in 1936; the current membership and tenure of the committee is not indicated in the town records.

162. (Appointments and Meetings of the) TOWN PLANNING COMMITTEE, 1928--. 1928-33 in Public Works - Old Communications, entry 55; 1934-- in Public Works, Roads, Refuse, entry 85.
Lists of committee members and records of proceedings at committee meetings, giving date, place, and time of meeting, names of members present, business discussed and voted on, and signature of secretary. Reports from sub-committees are also included.

163. MAP OF SOMESVILLE, TOWN OF MOUNT DESERT, 1927. 1 map.
Map drawn originally for the town engineer's reference and used currently by the planning committee, showing roads, waterways, and dwellings in the village of Somesville, Mount Desert. Alfred Mullikin, C. E. Ms. 1' = $\frac{1}{4}$ mile. $15\frac{1}{4}$ x 10 3/4. File cabinet, off. of sel.

164. (MAP OF PROPOSED PARK), 1929. 1 map.
Engineer's map of a proposed park in Mount Desert, drawn for park committee, showing boundaries of land to be used, lot numbers, names of lot owners, and direction of a proposed road through the park. Alfred Mullikin. Blue print. 1" = 50'. $30\frac{1}{2}$ x 20. File cabinet, off. of sel.
See also entry 62.

165. (Appointments, Meetings, and Ordinances of the) ZONING COMMITTEE, 1928--. In Public Works, Roads, Refuse, entry 85.
Lists of members appointed to the zoning committee by the planning committee; minutes of meetings of the zoning committee, giving date and place of meeting, members present, business discussed and voted on, and signature of the secretary; ordinances of the zoning committee regulating the construction of buildings within business and residential sections.
Building ordinances and codes, 1926-27, see entry 77.

166. TOWN MAP, MT. DESERT, HANCOCK COUNTY, MAINE, 1937. 1 map.
Map compiled for the zoning committee, showing residential and business zones with descriptions of boundaries of each. Herbert A. Thomas, C. E. (town manager). Published by Prentiss and Carlisle Co., Inc., Bangor, Maine. Pr. 1" = 2000". 38 x $21\frac{1}{2}$. File cabinet, off. of sel.

XXVI. MODERATOR

Writing in 1791 of the office of moderator, Samuel Freeman said: "Although this is but an occasional Officer, his Office is honorable and important. Upon the due execution of it, depends in a great measure, the good order and decorum which ought to be observed in all Town Meetings." (Freeman, Samuel, The Town Officer, p. 5. Portland, 1791.) Selection of a moderator was the first item of business at Mount Desert's first plantation meeting on March 30, 1776; through 1780, the last year of the plantation's existence, the office was regularly filled, and beginning once more with the first meeting of

the town of Mount Desert on April 6, 1789, it has been annually filled to the present. (Town Meeting Records, vol. I, pp. 20, 27; vols. I-X, passim.) The moderator has been elected at each meeting called for town business and has served only during that meeting; the selectmen preside over meetings called for the election of state and national officials and meetings (called before 1935) for the draft of grand or petit jurors. The authority of this non-record-keeping office is specified in the Revised Statutes, 1930, ch. 5, secs. 33-35.

PART C: DEFUNCT OFFICES AND THEIR RECORDS

XXVII. COMMITTEE OF CORRESPONDENCE, SAFETY, AND INSPECTION

Acting on the third article of their first plantation meeting warrant, Mount Desert's inhabitants on March 30, 1776, voted "that there be five men Chosen a Committee of Correspondence Safety & Inspection for the Insuing yeair"; the committee was annually elected through 1780. (Town Meeting Records, vol. I, pp. 20-24.) The scant plantation records, described in entry 1, show almost nothing of the Mount Desert committee's activity; but the correspondence of Colonel John Allen of Machias and Lieutenant Colonel Alexander Campbell of Narraguagus testifies to the courage and "Good Spirit of the people at Mount Desert" in these years. (Documentary History of the State of Maine, vol. XVI, p. 363.) Not until January 26, 1781, did Colonel Allen report the plantation's capitulation when he wrote to President Powell in Boston: "The Inhabitants of Mount Desert Hitherto the most Zealious to Oppose the Enemy by the Conduct of Many About them discouraged . . . has in a manner Revolted & all but about 8 or 10 have been to Majourbagaduce & have taken the Oath of Allegence. . . ." (Ibid., vol. XIX, p. 110.) Once more with the outbreak of the War of 1812 Mount Desert re-established a committee of safety; the town meeting records show that in 1812 and again in 1813 a nine man committee was elected. (Town Meeting Records, vol. I, pp. 79, 80.) The functions of the local committees of safety were outlined in the Massachusetts Province Laws, 1775-76, ch. 21; 1776-77, ch. 46.

XXVIII. CULLERS OF DRY FISH, AND OTHER RELATED OFFICES

Mount Desert's economic activity as a fishing and fish-exporting community is reflected in its early town government in the various officers elected to control the fishing trades. In 1791, two persons were elected cullers of dry fish; in 1793 fish wardens were also elected; and beginning in 1796, two persons were chosen for a fish committee. (Town Meeting Records, vol. I, pp. 32, 40, 48.) The fish committee and cullers of dry fish were last elected in 1819. (Ibid., p. 86.) Between 1892 and 1895 the town elected also fish and game wardens, whose functions within the town and in relation to the state fish and game wardens are not specified. (Ibid., vol. VI, pp. 281, 363.) These offices all appear to have been non-record-keeping. Duties of the fish committee and wardens are nowhere specified, but those of the cullers of dry fish are specified in the Masschusetts Acts and Resolves, 1784, ch. 30.

XXIX. DEER REEVES

In Mount Desert, deer reeves or deer wardens were quite regularly elected at the annual town meetings between 1789 and 1821; usually five men were

chosen as at the first town meeting of April 6, 1789. (Town Meeting Records, vol. I, p. 27; vol. II, p. 59.) The office left no records; its duties derived from the Massachusetts Province Laws, 1763-64, ch. 28.

XXX. FENCE VIEWERS

Mount Desert's first town meeting elected two "fence vuers" for the year following; from 1789 through 1915 the office was filled nearly every year, being appointive by the selectmen only in the last two years, 1914 and 1915. (Town Meeting Records, vol. I, p. 27; vol. VIII, pp. 292, 393.) Occasionally the town has voted that each fence viewer elected serve also as field driver or, less frequently, as field driver and pound keeper. The only extant records of the fence viewers are the clerk's records of their decisions, see entry 1; their duties were those specified in Massachusetts Acts and Resolves, 1785, ch. 52 and the Maine Public Laws of 1821, ch. 44.

XXXI. FIELD DRIVERS AND POUND KEEPERS

By electing one field driver at the annual meeting of 1791, Mount Desert established a town office which was to function during the next century and a quarter and which in actual fact was last filled by a selectmen's appointment of a fence viewer (to act also as a field driver) in 1915. (Town Meeting Records, vol. I, p. 32; vol. VIII, p. 393.) Beginning in 1849, the town frequently chose one man to act jointly as field driver and fence viewer; and occasionally, as first in 1864, combined related offices even further by electing one man as field driver, fence viewer and pound keeper. (Ibid., vol. V, p. 177.) Elections of field drivers (several times as many as nine) are recorded almost annually through 1898; thereafter the only mention of the office is in the two records of the selectmen's appointment of one fence viewer and field driver each year in 1914 and 1915. (Ibid., vol. VIII, pp. 292, 393.)

The office of pound keeper was not established in Mount Desert until the town meeting of 1792 when the town elected three pound keepers and voted "that ther be 3 pounds Bult this year." (Ibid., vol. I, p. 35.) From one to six pound keepers were elected almost annually through 1897 which is the year that the last choice to the office is recorded; in certain years it was voted that the fence viewers serve also as pound keepers. (Ibid., vol. VII, p. 19.)

The duties of the field drivers and pound keepers were specified in the Massachusetts Acts and Resolves, 1788, ch. 65, and in the Maine Public Laws, 1821, ch. 128, 129.

XXXII. HOG REEVES

At Mount Desert's first meeting, the town elected two "Hoge Reefs", an election repeated almost annually thereafter through 1846 when the office is last mentioned in the recorded town vote for ten hog re ves. (Town Meeting Records, vol. I, p. 27; vol. II, p. 42.) The town probably found its pound keepers and field drivers (who continued to be elected for another half century and more) able by themselves to take care of Mount Desert's stray hogs. The duties of hog reeves in enforcing the Massachusetts legislature's "Act for Regulating Swine" are stipulated in the Massachusetts Acts and Resolves of 1788, ch. 56.

XXXIII. MEADOWS COMMITTEE

In the first three years of Mount Desert's plantation government one of the most active offices was the meadows committee elected at the first meeting. At that meeting it was voted "that Mrss. John Tinker & Thomas Wasgatt & Abr.hm Somes be a Committee to take care of the Meddows on this and Adjacent Islands in this Destrect both salt and fresh that Strangers may not Destroy them or any other of the Priviledges belonging to said Islands". (Town Meeting Records, vol. I, p. 20.) Later, the same meeting voted "that the Committee for the Meddows call on Mr. John Tinker & Mr. Amariah Lealland to Render an account of what hay was cut and carred of the Island Last Yeair", and at the adjourned meeting of June 10th the discussion was continued in the vote "that no Man intrud on any other mans former Portions for Hay or any other artickel without leave from the former Poseser". (Ibid., pp. 20, 21.) The committee was not elected after 1778, probably having halted by that time the depradations "of the Naboring inhabents made upon us Consarning hay". (Ibid, p. 23.)

XXXIV. SEALER OF LEATHER

In 1794 and again in 1802 Mount Desert elected town sealers of leather; "for the better preventing of deceits and abuses by tanners, curriers and dressers or workers up of leather", the sealers enforced observation of the Massachusetts provincial law still in effect at Mount Desert's incorporation. (Ibid., pp. 42, 64; Massachusetts Province Laws, 1698-99, ch. 3.)

XXXV. TOWN AGENT

Beginning in 1839, and from that year on quite regularly through 1867, the Mount Desert town meeting elected a town agent. (Town Meeting Records, vol. III, p. 25; vol. V, p. 129.) The office was non-record-keeping; the agent acted simply as the town's legal representative under the authority of the Maine Public Laws of 1821, ch. 114, sec. 7.

XXXVI. TOWN ENGINEER

In 1927 the office of engineer was established by the town meeting election of one salaried civil engineer to serve in the year following. (Town Meeting Records, vol. X, p. 84.) According to the definition included in the engineer's report to the town in 1931, the functions of his office included "the making of plans, specifications and estimates from engineering surveys of State aid and other county and town roads, giving construction grades and alignments, preparing legal descriptions of said rights-of-way and setting stone bounds to designate the right-of-way-of said roads; making preliminary surveys and estimates for municipal officers and committees; compiling data for various committees including statistics, charts, maps, reports, references and other information requested; making plans, specifications and estimates and giving construction grades and alignments on new public sewers; supervising the cleaning of villages in the spring; supervising the collection and disposal of town refuse; supervising and maintaining a sewer pumping station; solving problems pertaining to sanitation; consulting advice to concerns and individuals on town matters." (Annual Report, 1931, p. 107.) The office of town engineer was annually filled by town election through 1931, but since

1932 the town manager, himself a civil engineer, has assumed the responsibilities of the office. (Cf. Private and Special Laws, 1929, ch. 97, sec. 10.)

167. (Annual) REPORT OF THE TOWN ENGINEER, 1926-29. 4 vols. Title varies: Town of Mount Desert, Maine, A Report of the Town Problems to the Board of Selectmen. 1930-31 in Annual Report of the Town Officers, entry 27.

Town engineer's annual report to the board of selectmen including a narrative account of the officer's activities the previous year, work accomplished, conclusions, and recommendations. Topically arranged. No index. Pr. 28 pp. 9 1/8 x 6 x 1/8. Vt.

168. ENGINEER'S MINING AND TRANSIT BOOK, 1926-31. 8 vols. (1-8). 1932-- in Engineer's Mining and Transit Book, entry 87.

Engineer's field notes containing survey drawings and sketches of roads, sewers, bridges, parks, and wharves. Arr. chron. under subject headings. Indexed alph. by subjects. Hdw. 160 pp. 7 x 5 x 3/4. Vt.

169. NATIONAL DIARY, 1927-32. 6 vols. (dated). 1932-- in National Diary, entry 88.

Record of daily activities of the engineering department, including reports on weather conditions and general remarks. Arr. chron. No index. Hdw. 368 pp. 7 x 4½ x 1. Vt.

XXXVII. TYTHINGMEN AND WARDENS

Between 1789 and 1825 Mount Desert elected each year, with one exception, from two to eight tythingmen; in 1791 and 1792 it elected two wardens additionally. (Town Meeting Records, vol. I, pp. 27, 32, 34; vol. II, p. 78.) There is no mention of either office after 1825. The full duties of the officers are outlined in the Massachusetts Acts and Resolves, 1782, ch. 23; 1791, ch. 58.

BAR HARBOR, 1796-1937

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THE TOWNS OF

MOUNT DESERT, 1796

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SCALE IN MILES

PART A: BAR HARBOR AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

As early as 1791, Mount Desert's 744 inhabitants began to discover their 60,000 acre township inconveniently large, but the first warrant article to divide the town was lost in the meeting of May 2, 1791. (Mount Desert Town Meeting Records, vol. I, p. 33.) On April 6, 1795, however, the meeting voted: "That the Town be Divided into 2 Towns & a Line drawn by the Selectmen where the town shall be Divided & Layed before the town at Next town Meeting in May." (Ibid., pp. 46, 47.) Acting under the authority of the May meeting vote that "the Raport of the Selectmen for a Line to Devid the town Excepted" (ibid., p. 48), the three Mount Desert selectmen on September 9, 1795, thus addressed the Massachusetts General Court:

> The Petition of the Inhabitants of the Town of Mountdesert humbly sheweth that whereas this Town is so large that many of its Inhabitants hath to travil at least fourteen or fifteen Miles to the Centre of said Town the Place to attend the publick Business of the Town, and it is such a Distance that the Inhabitants cannot be accomodated with one House of Publick Worship, it is attended with so great Ilconveniences . . . the Selectmen . . . Petition to the Legislature to take this Matter into their Wise Consideration and pass an Act to divide the said Town of Mountdesert into two Town by a Line drawn from the Point North of Goos Marsh Falls so called thence running an Easterly Course to the Top of the Tide at the Head of the Sound, thence a Straight Course to the top of the Tide at Otter Creek so called The South Part to remain the Town of Mountdesert, The North Part to be incorporated by the name of Adams. . . . (Ms. in the Office of the Secretary of State, Commonwealth of Massachusetts, Archives Division.)

The petition was promptly and favorably considered by the General Court, whose act "Dividing the Town of Mount Desert . . . into Two Distinct Towns, and for Incorporating the northerly part of said town into a seperate town by the name of Eden" was approved February 23, 1796. (Massachusetts Acts and Resolves, 1795, January Session, ch. 52.) The new town was bounded as provided in the selectmen's petition; but it could not, as requested, be named Adams, because there already existed with the Commonwealth a town of Adams, in Berkshire County. Whether Eden in its Biblical sense was sugggested by the name Adams, or whether something else explains the name chosen by the General Court cannot now be discovered. Whatever the truth of the matter may be, it is today only of academic interest, for Eden's 1918 annual meeting voted "That the name of this town be changed from 'Eden' to 'Bar Harbor' and that to this end the provisions of chapter 188 of the private and special laws of 1913 be and the same are accepted." (Town Meeting Records, vol. 11, p. 150.) The early village settlement of Bar Harbor, long the focal point of the town, has had particular historical significance, for here or in the very near vicinity was Father Biard's first landing place on the Island in 1613, the "large and beautiful port, where we made our thanksgiving to God, raising a Cross and singing to God his praises. . . ." (The Jesuit Relations and Allied Documents, Reuben Gold Thwaites, ed., vol. III, p. 265. Cleveland, 1897.)

The town bounds remained intact until 1849 when, after mutual agreement between the towns of Eden and Trenton, Thompson's Island and a part of the mainland between Flying Place Bridge and Marsh Bridge were, with the inhabitants thereon,

annexed to Trenton, by an act of the Maine legislature. (Private and Special Laws of the State of Maine, 1849, ch. 210; cf. also the map facing p. 212 in the present volume.)

Eden's first town meeting was held April 4, 1796, at the home of Samuel Hull; but within three years, after articles for the purchase or building of a town house had been lost in several meetings, the town voted in 1799 that the selectmen purchase a meeting house for the town and $150 was voted "in money and materials for the use of the meeting house this fall." (Town Meeting Records, vol. 1, pp. 3, 26.) The first provision for Eden's schools was in the vote at the meeting of April 24, 1797, raising $60 for the schools in the ensuing year; ten years later, in April, 1807, the town voted $350 towards the building of its first school house. (Ibid., pp. 11, 65.)

The desire for its own house of public worship and a ministry to serve its own community has been one reason for Eden's separation from Mount Desert. The early meeting records show that year after year the town tried without success to settle a minister. In 1790, the Eden part of the Island had been visited by the Baptist Elders Snow and Case who in 1799 returned to help found the first church in the new town. (Millet, Joshua, A History of the Baptists in Maine, p. 309. Portland, 1845.) The church obtained its first pastor two years later in 1801 but continued to suffer various trials in ministry and management until 1817. In that year Elder Enoch Huntting, in response to an invitation from the town meeting, came to begin a long and faithful ministry; the town supported him with the income from its ministerial farm and on his resignation in 1832 deeded it to him outright. (Idem; Town Meeting Records, vol. 1, p. 149; vol. 2, p. 45.)

The manner in which, for the first fifty years of its town history, Eden cared for its few town paupers is well illustrated in the meeting vote of April 3, 1826: "Voted to put Mrs. Mayo, wife of Israel Mayo at auction in the following manner. The lowest bidder to take her at so much per week, the town knowing no expense except to pay her doctor's bill. . . . Bid off to J. Emery at two dollars and twenty-five cents per week." (Ibid., vol. 1, p. 256.) The practice of letting out town paupers to the lowest bidder was a common one, not only in Eden but in the State generally, and only gradually, from the mid-nineteenth century on, gave way to town appropriations for the relief of the poor, administered by the overseers.

The principal activities of Eden's inhabitants in the first half of the nineteenth century was fishing, farming, and lumbering. In 1837, the only business establishments in the town, according to a onetime town historian and clerk, were a blacksmith shop, a tan yard and shoe shop, and a bark mill. (Street, George E., Mount Desert, A History, pp. 245-246. Boston, 1926.) With the discovery of Eden's advantages as a summer resort came a restoration of the town's fortunes at a time when they were at a low ebb, because of the slackening of the lumber and coasting trades, the declining margin of profit in the fishing industry, and the exhaustion of the thin soil of the farmlands. In the twentieth century, the attraction of the major part of the summer trade to Bar Harbor has meant for the town, as Street has analyzed it, "not only the opening of boarding houses and hotels, it meant, too, employment throughout the year for carpenters, housebuilders, road-builders, caretakers, dressmakers, and mechanics of every kind; it meant demand for milk, eggs, vegetables, chickens, and the farm products that were easily raised on the island; it meant steadily increasing traffic for the local fishermen and lobstermen; it meant employment in the summer for a host of young women in hotels, and for young men in the sailing of pleasure boats . . . it

meant the introduction of new industries, the dealing in coal and ice and hay, the raising of shrubs and flowers, and shopkeeping to an extent . . . far in excess of the needs of the permanent population." (Ibid., p. 275.)

The effect of this change in economy has been to boost Bar Harbor's valuation above all other Maine towns' and twelve Maine cities'. (Forty-Sixth Annual Report of the Bureau of Taxation, Property Division, of the State of Maine, 1936, pp. 3-99, passim.) In 1797, 855 acres of Eden's privately owned lands were listed as improved and 13,937 as unimproved; taxes were assessed on 6 saw mills, 1 grist mill, and 126 tons of shipping; and the total town valuation was $35,250. (Bangor Historical Magazine, vol. V, July 1889-June 1890, p. 180.) In 1936, Bar Harbor's only valuation of mill property was $12,675 on portable mills and machinery; $15,750 valuation was set on small boats, but there was no other shipping; the total valuation of $7,216,656 included $3,491,142 of real estate owned by non-residents and $3,041,276 of real estate owned by residents. (Report of the Bureau of Taxation, op. cit., pp. 30-35.) By contrast with the 1797 appropriation of $60 for town schools, the 1937 appropriation was $66,210. (Ibid., p. 31.)

In population, Bar Harbor has steadily increased to become the first ranking town in Hancock County; the record of its growth is as follows: in 1800, 400; in 1850, 1,127; in 1900, 4,379; and in 1930, 4,486. (Return of the Whole Number of Persons within the Several Districts of the United States, Second Census, p. 24; Seventh Census of the United States, 1850, p. 4; Twelfth Census of the United States, 1900, Population Part 1, p. 191; Fifteenth Census of the United States, 1930, vol. III, part 1, Population, p. 1035.)

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2. GOVERNMENTAL ORGANIZATION

Following the provisions of the act incorporating Eden, Paul Dudly Sargent on March 18, 1796, directed the inhabitants of the new town "to meet at the House of Capt. Samuel Hull in Said Eden on Monday the fourth day of April." (Town Meeting Records, vol. 1, p. 3.) Accordingly, the town voters met and established the following town offices (all but the first five being now defunct): moderator, town clerk, selectmen, treasurer, constable, highway surveyors, surveyors of boards, surveyor of shingles, surveyor of staves, fence viewers, sealer of leather, culler of fish, hog reeve, pound keepers, field drivers, and tythingmen. (Ibid., pp. 4-5.)

At later meetings additional offices were created as follows (defunct offices being marked with asterisks): 1797, assessors; 1801, sealer of weights and measures; 1808, *town agent for school funds; 1812, *committee of safety; 1822, *wardens, *school agents, and school committee; 1825, tax collector; 1828, measurers of wood and bark (whose duties were expanded in 1836 to include measuring lumber); 1839, overseers; 1856, *deer wardens; 1877, police officers and road commissioners; 1879, *board of health; 1882, auditor and superintendent of schools; 1883, *weighers of hay, grain, and coal; 1884, *fish and game wardens, harbor master and fire wardens; 1888, truant officers; 1891, fire chief; 1892, ballot clerks; 1895, building inspector; 1907, police chief; 1911, warrant committee; 1925, health officer; and 1931, plumbing inspector. (Ibid., vols. 1-13, passim.) Except for these modifications in town offices, however, Bar Harbor's government today is fundamentally the same in structure and purpose as it was originally.

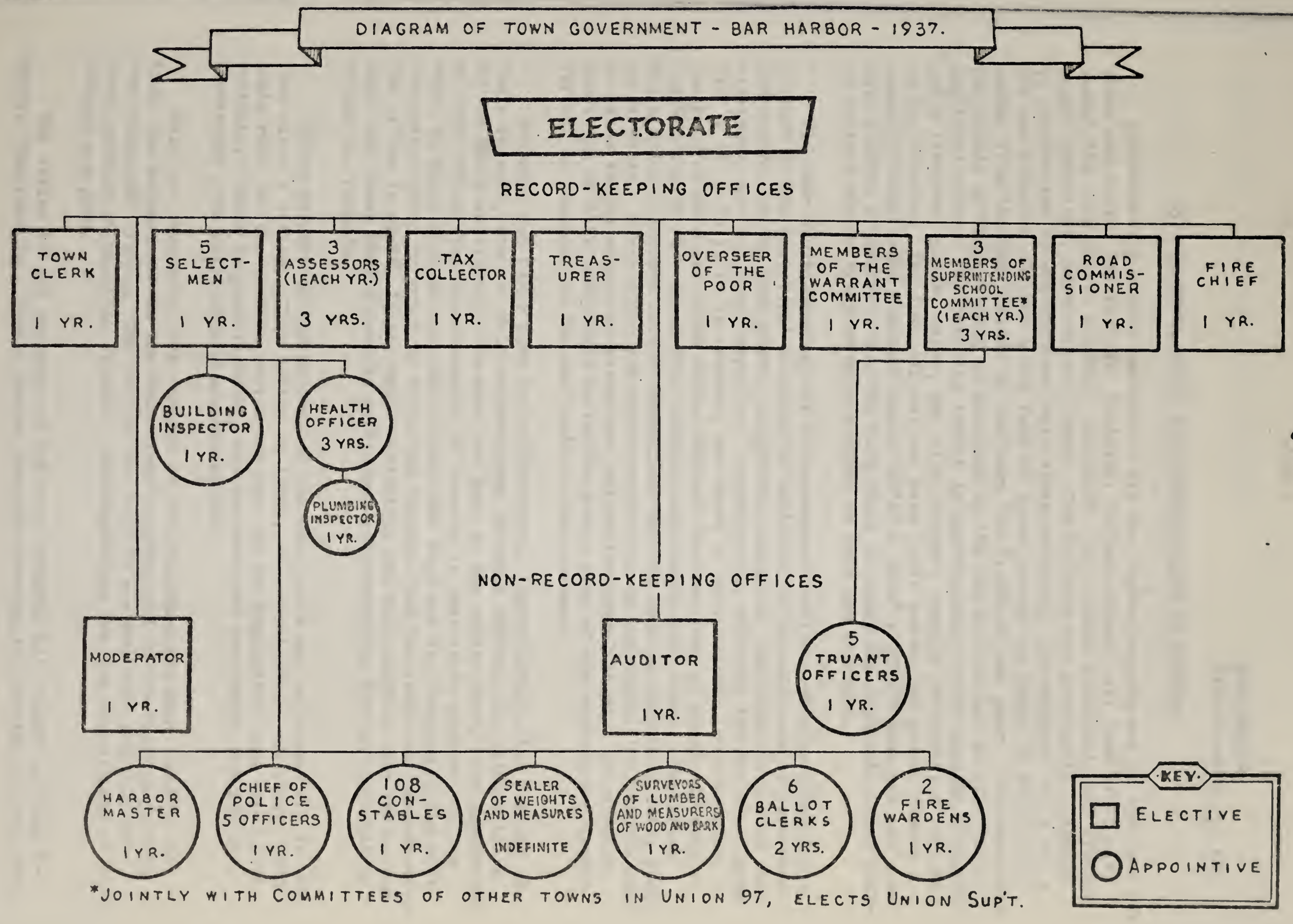
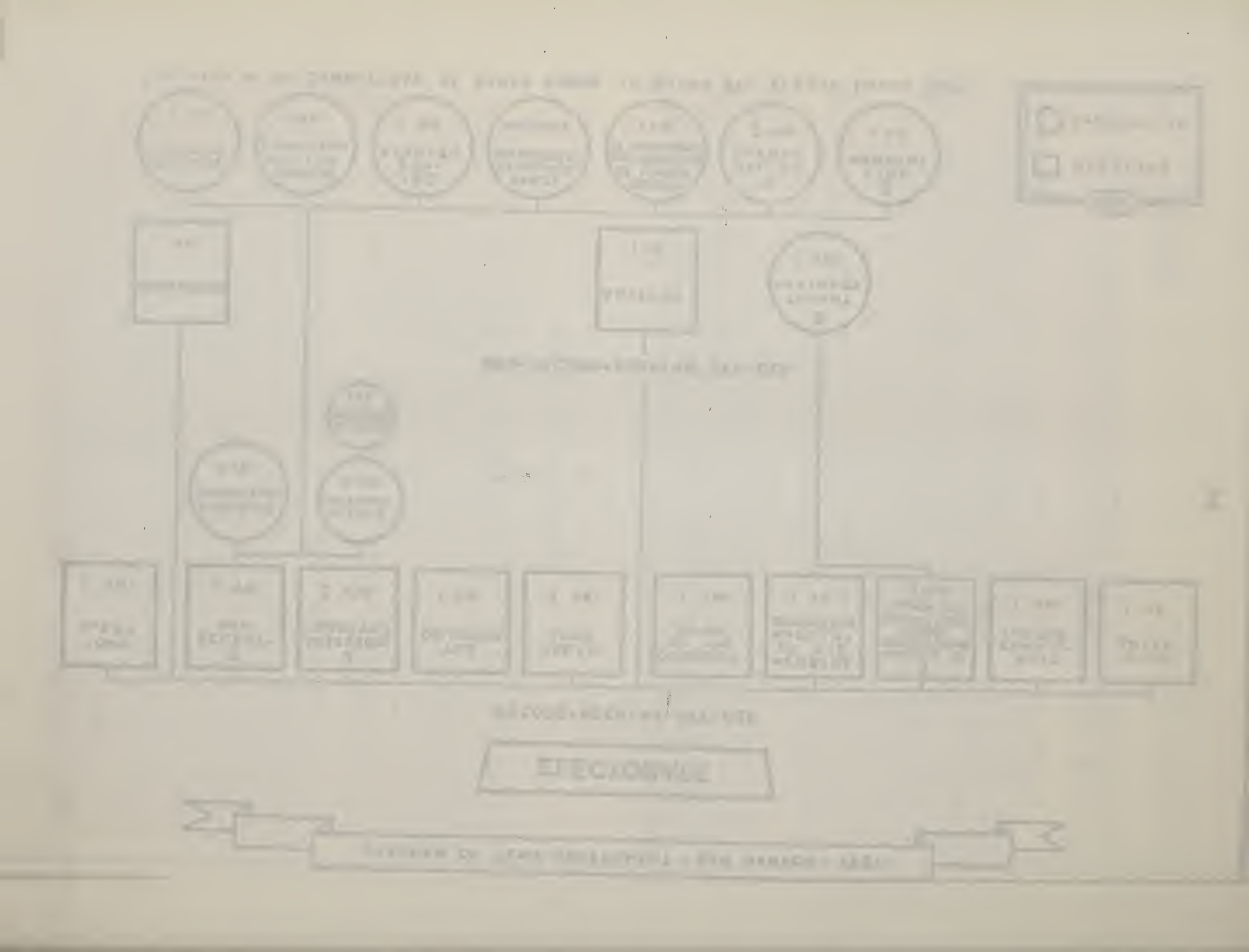


DIAGRAM OF TOWN GOVERNMENT - BAR HARBOR - 1937.
ELECTORATE
RECORD-KEEPING OFFICES
TOWN CLERK 1 YR.
5 SELECTMEN 1 YR.
3 ASSESSORS (1 EACH YR.) 3 YRS.
TAX COLLECTOR 1 YR.
TREASURER 1 YR.
OVERSEER OF THE POOR 1 YR.
MEMBERS OF THE WARRANT COMMITTEE 1 YR.
3 MEMBERS OF SUPERINTENDING SCHOOL COMMITTEE* (1 EACH YR.) 3 YRS.
ROAD COMMISSIONER 1 YR.
FIRE CHIEF 1 YR.
BUILDING INSPECTOR 1 YR.
HEALTH OFFICER 3 YRS.
PLUMBING INSPECTOR 1 YR.
NON-RECORD-KEEPING OFFICES
MODERATOR 1 YR.
AUDITOR 1 YR.
5 TRUANT OFFICERS 1 YR.
HARBOR MASTER 1 YR.
CHIEF OF POLICE 5 OFFICERS 1 YR.
108 CONSTABLES 1 YR.
SEALER OF WEIGHTS AND MEASURES INDEFINITE
SURVEYORS OF LUMBER AND MEASURERS OF WOOD AND BARK 1 YR.
6 BALLOT CLERKS 2 YRS.
2 FIRE WARDENS 1 YR.
*JOINTLY WITH COMMITTEES OF OTHER TOWNS IN UNION 97, ELECTS UNION SUP'T.
KEY
ELECTIVE
APPOINTIVE



BAR HARBOR
(first entry, p. 88)

3. HOUSING, CARE, AND ACCESSIBILITY OF RECORDS

Approximately ninety percent of all Bar Harbor records are in the town offices and vault, Odd Fellows' Building, Cottage Street; all town officials, except the fire chief, building inspector, high school principal, and grammar school principal, have offices there. The building was erected in 1915 and is constructed of wood covered with slate shingles. It measures 70' x 90' x 35' and contains 220,500 cubic feet of space, about one third of which is rented from the Odd Fellows by the town for $1,800.00 per year. The remaining two thirds of the building is occupied by the Odd Fellows and an electric appliance store. The building itself is approximately fifty percent fireproof, and a fireproof vault, safes, and file cabinets contain seventy-five percent of the records. The town offices and main vault are on the ground floor; a recently constructed basement vault (10'9" x 10'4" x 10'9") does not yet contain shelves or records, but the town plans to equip the room with steel roller shelves and to transfer many records to this new location.

The town vault, opening off the assessors' office, contains ninety-five percent of the assessors' records; in addition, it is used as a storage room for records of the town clerk, selectmen, treasurer, tax collector, road commissioner, and building inspector. Consequently, although the vault is large (12' x 12' x 10'), it is crowded; and there is no room left for expansion. The records here are filed on two hundred fourteen feet of steel adjustable shelves and in five steel file cabinets and twenty file boxes. The brick walls and ceiling are in good condition, and the room is free from dust, soot, or dampness. Since there are no accommodations in the vault, the records must be taken to the adjoining assessors' office for consultation. The crowded condition of this vault will be relieved when many of the records are transferred, as planned, to the new vault in the basement.

The maps and plans used by the assessors, approximately five percent of their records, are the only records kept in their office, the balance being in the vault adjoining. The maps are kept in the office desk. The importance of this office from the viewpoint of housing is that it is adjacent to the vault in which most of the town records are kept and is, therefore, the most convenient place to which to bring the records from the vault for consultation. The office is clean, large, well ventilated, and well lighted; one table, one desk, and seven chairs provide sufficient accommodations for persons wishing to use the records.

Thirty percent of the records of the town clerk and selectmen are in the town clerk's office. This office is large, well ventilated, and clean, with ample room for the records, which are kept in two regulation size steel file cabinets. There is good lighting, and one desk and two chairs provide the researcher with satisfactory accommodations.

Only ten percent of the records of the selectmen are kept in their office; the balance are in the town clerk's office and in the vault adjoining the assessors' office. The records are kept in a steel safe and file cabinet, neither of which is crowded. Accommodations for the consultants of the records are good.

The office of the overseer of the poor contains all records of that agency. The room is slightly larger than the town vault, but the records here

are few and there is no crowding. All records are kept in two steel file cabinets which afford ample protection against dust, soot, and dampness. There is sufficient office equipment to accommodate those wishing to use the records.

The treasurer's and tax collector's office is one average sized room which contains twenty-five percent of the records of each agency. The balance is in a store room adjoining the office, in the vault adjoining the assessors' office, and in a vault in the fire house. The records are kept in a steel file cabinet, office desk and safe. There is no crowding and the room is free from dust, soot, or dampness. One desk and seven chairs afford good accommodations.

The health officer shares his office with the road commissioner and plumbing inspector. In this office are filed all records of the health officer and plumbing inspector and ninety-five percent of those of the road commissioner; the balance of the commissioner's records are in the vault. These officers keep few records, and the one steel cabinet in which they are filed provides satisfactory housing for them. The office is clean, well ventilated and lighted, and there is ample equipment for the accommodation of the researcher.

The superintendent of schools' office contains most of the records of school union #97 for the towns of Bar Harbor and Trenton. This office is of average size, the temperature is even, and there is no dust, soot, or dampness. Records are kept in steel file cabinets and on forty-seven feet of wooden shelving. There is no crowding and the present facilities allow room for expansion without new shelving or other equipment for some time. Office furniture consisting of one table, two desks, and eight chairs affords ample accommodations. Other depositories of school records are as follows: a small storeroom adjoining the treasurer's office; Emerson Grammar School, Ledgelawn Avenue; and Bar Harbor High School, Cottage Street. The storeroom is of little importance, containing only about one percent of the school records. The records in Emerson Grammar School are for all Bar Harbor grammar schools and are kept by the grammar school principal. There are good accommodations in the principal's office where the records are filed; and, although there is no crowding, a steel file cabinet is needed for the proper housing of the few records there are. Records in Bar Harbor High School are kept in the principal's office on the ground floor and are filed in steel cabinets. The accommodation's are good, and the records are not crowded; the town has taken care of expansion by ordering a new file cabinet.

The fire house on Firefly Lane contains all records of the fire department plus approximately one percent of the treasurer's and tax collector's records. This building, constructed in 1910, is of brick and is seventy-five percent fireproof. The fire department records are kept in the fire chief's office and in a storeroom, both of which are on the second floor. The office contains ninety percent of the records of the agency. It is clean, dry, and well lighted. The records are filed in an office desk, which, with a table and four chairs, provide good accommodations. The storeroom, on the other hand, is damp, dusty, and unventilated. It contains, in addition to the records, miscellaneous fire department equipment, so that the records need to be brought to the adjoining office for consultation. This room was used as a hayloft when the Bar Harbor fire engines were horse-drawn. The

treasurer's and tax collector's records in this building are kept in a small, dusty, and poorly ventilated cement vault in the basement.

Bar Harbor housing facilities, with few exceptions, are quite satisfactory; and all records (except the early valuation books, entry 91) are in good condition. Fire protection is adequate, and the more important records are free from the hazards of dust and dampness. The acquisition of the new vault has provided adequate room for many years' expansion. No records have been destroyed by fires or flood. The town officials are well acquainted not only with their own more recent records but also with the complexities of the older and less intelligible ones. Accommodations in all offices are very good and the practice of typing, instead of writing, such frequently consulted records as the town meeting volumes, property transfers, road minutes, valuation books, etc. is to be commended. The Survey can make no important constructive criticism of Bar Harbor housing facilities.

PART B: TOWN OFFICES AND THEIR RECORDS

I. TOWN CLERK

The office of town clerk was established at Bar Harbor's first town meeting held April 4, 1796, when the "Inhabitents of the Town of Eden met . . . and Made choice of" its first officers, the second officer listed being the town clerk. (Town Meeting Records, vol. 1, p. 4.) The clerk has been elected annually at the town meeting since 1796, being chosen each year for a one year term. There has been no significant change in the principal duties or records of the office since its establishment, except that these have grown increasingly detailed. Since 1900, the town clerk has made an annual report published in the town's report; see entry 37.

Town Meetings
(See also entry 137)

1. TOWN (Meeting) RECORDS, TOWN OF BAR HARBOR, 1796--. 14 vols. (1-2, 1 unnumbered, 3-12, 1 unnumbered). Transcript, 1796-1801. Part of 1 additional vol. Title varies: Town Records, Town of Eden; Record, Town of Eden; Record, Eden; Town Reports of Eden, Maine; Town Record of Eden.

Copy of the act of the General Court of Massachusetts dividing the town of Mount Desert and incorporating the town of Eden, Feb. 23, 1796. Warrants and returns of warrants of regular and special town meetings. Minutes of meetings showing actions taken on warrants and including: results of local, state, and national elections; approval of jury lists, 1796-1935; redefinition of school district boundaries which had already been established by Mount Desert prior to Eden's separation, 1804; resolution to abolish school districts, 1886; acceptance or rejection of town roads laid out by the selectmen, 1834--; citizens' appeals to town for settlement of damages caused their property by laying out roads, 1883--; town ordinances passed, 1885--; acceptance of special state law of 1913, ch. 188, changing name of Eden to Bar Harbor, 1918; record of an appropriation for the purchase of arms, powder, and other war supplies, 1812. The following miscellaneous records are entered outside the town meeting minutes in these volumes: appointments and resignations of town officers; description of dividing line between Eden and Mount Desert, 1797; perambulation of town lines, 1829-1912; births, intentions of marriage, marriages, and deaths, 1796-1811; record of citizens' petitions for town roads, 1834-1915, and sewers, 1883-1906; description of roads laid out by selectmen, 1834-1915; record of land dispute between the town and heirs of William Bingham, 1809; fence viewers' decisions, 1842-84; record of a sale of town property, 1812; record of a lease of town property, 1936; attachment of personal property, 1856; copies of contracts relating to refuse collection and disposal, 1911-16; certificates of adoption of school text books, 1880-85; record of organization of militia, 1836; naturalization certificates, 1900, 1909; copies of miscellaneous licenses issued, 1821-28, 1848-1905; copies of permits issued to erect and maintain weirs and wharves, 1883--; copies of petitions from and permits issued public utilities to erect and maintain poles and wires, 1888--; descriptions of plans filed by Bar Harbor Water Company showing lands surveyed for purpose of erecting and maintaining reservoirs, pipes, and aqueducts, 1886--; record of collectors' notices and returns of tax sales, 1845-1913; record of treasurers' bonds, 1907--, and constable's bond, 1909. Arr. chron. 1828-- indexed alph. by names and subjects; 1796-1827 not indexed.

Hdw., 1796-1916; typed, 1916--. Vols. vary 160 - 600 pp. 11½ x 7 3/4 x 1 - 16 x 11 x 2½. 11 vols., 1828-48, 1872-1929, vt., off. of asses., Oddfellows' Bldg.; 4 vols., 1796-1827 (including transcript), 1849-72, 1930--, safe, off. of t. c., Oddfellows' Bldg., Cottage St.

Births, intentions of marriage, marriages, and deaths, 1796-1891, see entry 3. Births, 1892--, see entry 4. Intentions of marriage, 1892--, see entry 8. Marriages, 1892--, see entry 9. Deaths, 1892--, see entry 11. Naturalizations, 1904-8, see entry 79; 1928--, see entry 29. Perambulation of town lines, 1860, see entry 15. Collectors' notices and returns of tax sales, 1868, see entry 16; original notices and returns, 1908-13, see entry 35. Petitions for and descriptions of town roads, 1850-61, see entry 16; 1916--, see entry 33. Miscellaneous licenses, 1862, see entry 15; 1898-1904, see entry 79.

2. (MINUTES OF TOWN MEETINGS), 1821--. 18 rolls.
Notes taken at annual town meetings by the town clerk and later copied into the permanent records listed in entry 1, giving articles in town meeting warrant, recommendations of warrant committee on each article, and result of town vote on each article and recommendation; ballots used for the election of officers are kept with the rolls. Arr. chron. No index. Hdw. and typed, with pr. articles of warrants pasted to sheets. 9 x 2½. 11 rolls, 1821-33, vt., off. of asses.; 4 rolls, 1934--, desk, off. of t. c.

Vital Statistics
(See also entry 1)

3. RECORD OF BIRTHS, MARRIAGES AND DEATHS, 1796-1891. 2 vols. Transcripts, 1796-1891, 6 additional vols. Title varies: Idem Record of Intentions and Marriages.
Combined family records of intentions, marriages, births, and deaths, giving date of filing intentions, names of contracting parties, date of their marriage, name of person performing ceremony, names and birthdates of their children, and date of death of each deceased member of the family. In the back of the later vol. there is a chron. list of births that occurred in 1891, giving name of child, date of birth, names, occupations, and birthplaces of parents, and signatures of selectmen and town clerk; this list represents births that had not previously been recorded and was compiled by the selectmen (date unknown), probably from depositions. Also included, 1797-1872, are marks of sheep and cattle. Vital statistics in the early vol. from 1796-1832 are copies, made by the town clerk in 1833; the original records, 1796-1811, are entered in records of town meetings, entry 1, but it is not known what happened to the originals dating 1810-32. The six additional volumes of transcriptions, 3 copies of each original, were made during 1936 and 1937 by WPA project workers. Arr. chron. within family units. Indexed alph. by names of fathers, grooms, and deceased. Hdw., transcripts typed. Originals aver. 712 pp. 13 x 9 x 2 3/8; transcriptions aver. 600 pp. 8½ x 11 x 2½. Originals in safe, off. of t. c.; transcripts in desk, off. of sel., Oddfellows' Bldg.

Births, intentions of marriage, marriages, and deaths, 1796-1811, see entry 1. Births, 1892--, see entry 4. Intentions of marriage, 1892--, see entry 8. Marriages, 1892--, see entry 9. Deaths, 1892--, see entry 11.

4. RECORD OF BIRTHS, 1892--. 3 vols. 1796-1891 in Record of Births, Marriages and Deaths, entry 3; 1796-1811 also recorded in Town (Meeting) Records, Town of Bar Harbor, entry 1.
Record of births, giving date and place of birth, name (if any), sex, and condition of child, no. of child in order of birth (if plural birth), names, residence, birthplaces, ages, and occupations of parents, no. of children born to the mother, no. of children living, name and address of physician or other person reporting birth, date recorded (1924--), and attestation of town clerk. Corrections of birth records, 1914--, are noted opposite the records corrected showing date of change and attestation of town clerk. Arr. chron. Indexed alph. by name of child. Hdw. on pr. forms. 200 pp. 15 3/4 x 10 3/4 x 1. Safe, off. of t. c.

5. (Certificates of) BIRTHS, 1901--. 37 file folders.
Original birth certificates containing information recorded in entry 4. Arr. chron. No index. Hdw. on pr. forms. Folders aver. 12 x 9 x 3/4.. 36 file folders, 1901-36, file cabinet, vt., off. of asses.; 1 file folder, 1937--, safe, off. of t. c.

6. CORRECTION OF RECORDS OF BIRTHS, MARRIAGES AND DEATHS, 1920-28. 1 vol. Discontinued in 1928; 1925-- in Birth Depositions, entry 7.
Depositions made out, 1920-28, for unrecorded births, 1879-1925, with forms containing same information as in entry 7; although there are also deposition forms for deaths and marriages in this vol., none have been used. Arr. chron. No index. Hdw. on pr. forms. 312 pp. (11 used) $10\frac{1}{4}$ x $8\frac{1}{2}$ x $1\frac{1}{4}$. Safe, off. of t. c.

7. BIRTH DEPOSITIONS, 1925--. 12 file folders. Missing: 1930.
Depositions made out, 1925--, for unrecorded or erroneously recorded births, 1878-1935, with forms containing same information as in entry 4 and showing additionally statement of oath, signatures and addresses of deponents, their relation to child, date of deposition, and signature of town clerk. Notations of depositions for births erroneously recorded are made in the original record affected (entry 4). Arr. chron. No index. Hdw. on pr. forms. Folders aver. 12 x 9 x 3/4. 11 file folders, 1925-36, file cabinet, vt., off. of asses.; 1 file folder, 1937--, safe, off. of t. c.

8. RECORD OF INTENTIONS OF MARRIAGE, 1892--. 5 vols. 1796-1891 in Record of Births, Marriages and Deaths, entry 3; 1796-1811 also recorded in Town (Meeting) Records, Town of Bar Harbor, entry 1.
Record of marriage intentions, giving no. and date of intention, names, residences, ages, color, occupations, birthplaces, and marital condition of contracting parties, names, color, residences, occupations, and birthplaces of parents, date certificate issued, and attestation of town clerk. At irregular intervals, waivers of the five day law are attached to the pages. Arr. chron. Indexed alph. by name of prospective groom. Hdw. on pr. forms. 1 vol., 1892-1908, condition poor. 200 pp. 15 3/4 x 10 3/4 x 1. Safe, off. of t. c.

9. RECORD OF MARRIAGES, 1892--. 5 vols. 1796-1891 in Record of Births, Marriages and Deaths, entry 3; 1796-1811 also recorded in Town (Meeting) Records, Town of Bar Harbor, entry 1.
Record of marriages with forms showing same information as in entry 8, omitting no. of intention, and showing additionally name, address, and official station

of person performing ceremony. Corrections of marriages, 1926--, are noted opposite the records corrected, showing date of change and attestation of town clerk. Arr. chron. Indexed alph. by name of groom. 200 pp. 15 3/4 x 10 3/4 x 1. Safe, off. of t. c.

10. (Certificates of) MARRIAGES. 1907--. 28 file folders. Missing: 1915-17.

Original combined marriage licenses and certificates containing information recorded in entry 9. Arr. chron. No index. Hdw. on pr. forms. Folders aver. 12 x 9 x 3/4. 27 file folders, 1907-36, file cabinet, vt., off. of asses.; 1 file folder, 1937--, safe, off. of t. c.

11. RECORD OF DEATHS, 1892--. 4 vols. 1796-1891 in Record of Births, Marriages and Deaths, entry 3; 1796-1811 also recorded in Town (Meeting) Records, Town of Bar Harbor, entry 1.

Record of deaths, giving place, date, and cause of death, name, age, birthplace, sex, marital condition, and occupation of deceased, names and birthplaces of parents, occupation of father, name and address of physician or other person reporting death, and attestation of town clerk (by page). The following additional information is given, 1934--: previous residence of deceased, name of deceased's husband (or wife), name of attending physician, period of attendance, duration of illness, contributing cause of death, place where disease was contracted, name of hospital or other institution to which deceased was confined (if any), date and kind of operation (if any), autopsy (if any), place and date of burial, name of cemetery, name and address of undertaker, and date recorded. Corrections of death records, 1926--, are noted opposite the records corrected showing date of change and attestation of town clerk. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. forms. 200 pp. 15 3/4 x 10 x 1. Safe, off. of t. c.

12. (Certificates of) DEATHS, 1917--. 27 file folders.

Original death certificates containing information recorded in entry 11. Arr. chron. No index. Hdw. on pr. forms. Folders aver. 12 x 9 x 3/4. 26 file folders, 1917-36, file cabinet, vt., off. of asses.; 1 file folder, 1937--, safe, off. of t. c.

13. (Returned) BURIAL PERMITS, 1905--. 22 file folders. Missing: 1906, 1915-17.

Burial permits returned to town clerk by undertakers after interments, giving date of permit, name of undertaker to whom permit was issued, name and age of deceased, date and cause of death, place of burial (town and cemetery), name of medical attendant, no. of permit, attestation of town clerk, and signature of person in charge of cemetery in which burial took place. Arr. chron. No index. Hdw. on pr. forms. Folders aver. 12 x 9 x 3/4. 27 file folders, 1905-36, file cabinet, vt., off. of asses.; 1 file folder, 1937--, safe, off. of t. c.

14. (STUBS OF BURIAL PERMITS), 1934--. 5 vols. Prior records destroyed.

Stubs of burial permits issued, giving name and age of deceased, date of death, date and place (town and cemetery) of burial, name of undertaker to whom permit was issued, and date and no. of permit. Arr. chron. No index. Hdw. on pr. forms. 25 pp. 5½ x 2½ x 1/8. File cabinet, off. of t. c.

Personal Property

15. RECORD OF MORTGAGES (and Miscellaneous Property Transfers), 1841--. 38 vols. (1 unmarked, 3-39). Title varies: Record.
Record of bills of sale, 1841--; chattel mortgages, 1848--; assignments of mortgages, 1871--; foreclosures of mortgages, 1880--; promissory notes, 1846--; contracts and agreements, 1864--; indentures, 1871--; leases, 1879--; conditional sales contracts, 1924--; liens, 1841-97; attachments of personal property, 1846-97; assignments of wages, 1890-1900. Bills of sale give names of seller and buyer, description of property sold, amount of sale, statement of lawful ownership, covenant, and signatures of seller and buyer. Chattel mortgages give names of mortgagor and mortgagee, amount of mortgage, time of payment, description of property, statement of lawful ownership, exceptions (if any), covenant, provisions, and signatures of mortgagee and mortgagor. Assignments of mortgages give names of assignee and assignor, amount of mortgage, conditions, and signatures of assignee and assignor. Foreclosures of mortgages give names of mortgagee and mortgagor, date of mortgage, description of property, amount of mortgage, name of assignee (if any), statement of notice of intentions of foreclosure, date notice served, name and oath of officer serving papers, and statement of fees. Promissory notes give amount, time of payment, consideration, name of noteholder, interest rate, description of security, if note is secured, and signature of maker of note. Contracts and agreements give names of both parties and terms of contract or agreement. Indentures give names of principals, name(s) of person(s) under indenture, and signatures of principals. Leases give description of property leased, terms of payment, other conditions, and signatures of lessee and lessor. Conditional sales contracts give names of seller and buyer, description of property sold, amount of sale, time of payment, conditions of contract, and signatures of contracting parties. Liens give name and residence of claimant, sworn statement of amount due, description of property, and oath and acknowledgment of signature before notary or justice of the peace. Attachments of personal property give name and location of property, name of owner, name of officer serving papers, name of court, date returnable, and amount of attachment. Assignments of wages give names of assignee and assignor, amount of assignment, conditions, reason, period of assignment, and signatures of both parties. In addition, all records give place and date of transaction, names of witnesses (if any), date received and filed, and attestation of town clerk. The following miscellaneous records are also included in these vols.: perambulation of town lines, 1860; citizens' petitions for and descriptions of town roads, 1860-61; miscellaneous licenses issued, 1862; collector's notices and returns of tax sales, 1868. Arr. chron. 1841-82, 1888--, indexed alph. by surnames of principals; for index, 1883-87, see entry 16. 1841-1917, hdw.; 1918--, typed. Vols. vary 225 - 500 pp. 13 x 8 x 3/4 - 16 x 11 x 2. 27 vols., 1841-1921, vt., off. of asses.; 11 vols., 1922--, safe, off. of t. c.

Record of liens and attachments, 1898--, see entry 17. Record of assignments of wages, 1901--, see entry 18. Collector's notices and returns of tax sales, 1845-1913, see entry 1. Petitions for and description of town roads, 1834-1915, see entry 1; 1916--, see entry 33. Miscellaneous licenses issued, 1821-28, 1848-1905, see entry 1; 1895-1904, see entry 79. Perambulation of town lines, 1829-1912, see entry 1.

16. INDEX TO RECORDS OF MORTGAGES, ETC. IN BOOK 5, 1883-87. 1 vol.
Index to property transfers recorded in vol. 5, 1883-87, entry 15, giving names of principals and p. nos. Arr. alph. Hdw. Condition of binding poor. 50 pp. 13½ x 8¼ x 1/8. Vt., off. of asses.

17. RECORD OF LIENS AND ATTACHMENTS, 1898--. 2 vols. Title varies: Liens and Attachments.
Record of liens and attachments, giving same information as in entry 15. Arr. chron. Indexed alph. by names of defendants. Hdw. and typed. 500 pp. 15 3/4 x 11½ x 2¼. Safe, off. of t. c.
Liens, 1841-97, and attachments, 1846-97, see entry 15.

18. RECORD OF ASSIGNMENTS OF WAGES, 1901--. 2 vols. 1890-1900 in Record of Mortgages (and Miscellaneous Property Transfers), entry 15.
Record of assignments of wages, giving same information as in entry 15. Arr. chron. Indexed alph. by names of assignors. Hdw. on pr. forms. 500 pp. 15 x 9 x 2. Safe, off. of t. c.

19. PARTNERSHIPS (and Proprietorships), 1915--. 1 vol. First required by Public Laws, 1915, ch. 276.
Certificates of formation of partnerships for purpose of engaging in mercantile enterprises, giving place and nature of business, names and residences of partners, name of concern, notary's attestation, date received and filed, and signature of town clerk. Certificates of partnership dissolutions, giving names and residences of partners, nature and place of business, name of concern, statement of withdrawal, notary's attestation, date received and filed, and signature of town clerk. Certificates of sole proprietor adopting name other than his own in mercantile enterprises, giving nature and place of business, name to be adopted, name and residence of proprietor, notary's attestation, date received and filed, and signature of town clerk. Arr. chron., with each type of record entered in a separate section of the vol. Indexed alph. by names of partners and proprietors. Hdw. on pr. forms. 204 pp. 10 3/4 x 8 3/4 x 1. Safe, off. of t. c.

Elections

20. CHECK LISTS (of Voters), 1920--. 87 rolls.
Check lists of voters prepared by the selectmen and deposited in the custody of the town clerk, giving date of list and names of voters. Arr. alph. by names of voters. No index. Pr. 8½ x 1½. 78 rolls, 1920-35, vt., off. of asses.; 9 rolls, 1936--, file cabinet, off. of t. c.

21. REGISTER FOR ENROLLMENT OF LEGAL VOTERS (Registrations), 1903-20. 1 vol. 1921-- in (Registration of Voters), entry 22.
Registration of eligible voters, regardless of party affiliations, giving name and address of registrant, party of enrollment (if any), place and party of last enrollment (if any), and date of registration. Arr. chron. No index. Hdw. on pr. forms. 200 pp. 13 3/4 x 8 3/4 x 5/8. Desk, off. of t. c.

22. (REGISTRATION OF VOTERS), 1921--. 1 file drawer. 1903-20 in Register for Enrollment of Legal Voters (Registrations), entry 21.
Record of registered voters, regardless of party affiliations, giving date of registration and name of registrant. Arr. alph. by names of voters. No index. Typed. 5 x 7 x 14. File cabinet, off. of t. c.

23. REGISTER FOR ENROLLMENT OF MEMBERS OF DEMOCRATIC PARTY, 1903-20. 1 vol. 1921-- in Democrat (Party Enrollments), entry 24.
Democratic party enrollments, giving name and residence of person enrolled, place and party of last enrollment, and date of filing. Arr. alph. by names

of persons enrolled. No index. Hdw. on pr. forms. 200 pp. 13 3/4 x 8 3/4 x 3/4. Desk, off. of t. c.

24. DEMOCRAT (Party Enrollments), 1921--. 1 file drawer. 1903-20 in Register for Enrollment of Members of Democratic Party, entry 23.
Card file of Democratic party enrollments, giving name of person enrolled and date of enrollment. Arr. alph. by names of persons enrolled. No index. Typed. 5 x 7 x 14. File cabinet, off. of t. c.

25. REGISTER FOR ENROLLMENT OF MEMBERS OF REPUBLICAN PARTY, 1903-20. 1 vol. 1921-- in Republican (Party Enrollments), entry 26.
Republican Party enrollments, giving name and residence of person enrolled, place and party of last enrollment, and date of filing. Arr. alph. by names of persons enrolled. No index. Hdw. on pr. forms. 200 pp. 13 3/4 x 8 3/4 x 3/4. Desk, off. of t. c.

26. REPUBLICAN (Party Enrollments), 1921--. 2 file drawers. 1903-20 in Register for Enrollment of Members of Republican Party, entry 25.
Card file of Republican party enrollments, giving name of person enrolled and date of enrollment. Arr. alph. by names of persons enrolled. No index. Typed. 5 x 7 x 14. File cabinet, off. of t. c.

27. REGISTER FOR ENROLLMENT OF MEMBERS OF SOCIALIST PARTY, 1908--. 1 vol. June 19, 1916 date of last enrollment.
Socialist party enrollments, giving name and residence of person enrolled, place and party of last enrollment, and date of filing. Arr. alph. by names of persons enrolled. No index. Hdw. on pr. forms. 200 pp. 13 3/4 x 8 3/4 x 3/4. Desk, off. of t. c.

28. (ORIGINAL PARTY ENROLLMENT FORMS), 1920--. 9 rolls, 6 bdles.
Forms filled out by persons enrolling in political parties and recorded in records listed in entries 23-26, giving name and residence of person enrolling, party chosen, place and party of last enrollment, date of filing, signature of person enrolling, and attestation of town clerk. Arr. chron. No index. Hdw. on pr. forms. Rolls, 8½ x 2½; bdles., 8¼ x 7 x 2. 9 rolls, 3 bdles., 1920-33, vt., off. of asses.; 3 bdles., 1934--, desk, off. of t. c.

29. NATURALIZED CITIZENS IN TOWN OF BAR HARBOR, ME., 1928--. 1 vol. Record begun in 1928.
Record of naturalization certificates submitted to the town clerk as proof of citizenship by naturalized citizens applying for voting privileges, giving name of applicant, date and place of naturalization, citation of county archives in which record of naturalization is on file, application no., and date voting privileges granted. Arr. chron. No index. Hdw. 132 pp. 7 3/4 x 5¼ x 5/8. Safe, off. of t. c.

For prior records, see entries 1, 79.

Licenses
(See also entries, 1, 15, 79, 204)

30. (RECORD OF DOG LICENSES), 1903-36. 1 vol. 1937-- in (Stubs of Dog Licenses), entry 31.
Record of dog licenses issued, giving registration no., name of owner or keeper, sex, color, breed, and name of dog, date license issued, and amount of fee.

Arr. chron. No index. Hdw. on pr. forms. 100 pp. 13½ x 8½ x 1½. Desk, off. of t. c.

31. (STUBS OF DOG LICENSES), 1937--. 1 vol. 1903-36 in (Record of Dog licenses), entry 30.

Stubs of dog licenses issued, giving registration no., name and residence of owner or keeper, sex, color, breed, name, and age of dog, date license issued, expiration date, and amount of fee. Arr. chron. No index. Hdw. on pr. forms. 200 pp. 12 x 15 x 1. Desk, off. of t. c.

Military
(See also entries 1, 74)

32. (LISTS OF PERSONS ELIGIBLE FOR ENROLLMENT IN THE MILITIA), 1898, 1917. 1 vol., 1 roll. Other records lost or destroyed.

Lists of men in Bar Harbor eligible for militia duty, giving name, age, occupation, no. (1898), and remarks noting exemptions (1898). 1898, arr. numerically; 1917, arr. alph. by names of persons eligible. 1898, hdw. on pr. forms; 1917, hdw. Vol., 100 pp. 11 3/4 x 9½ x ½; roll, 10 x 2. Vt., off. of asses.

Miscellaneous

33. TOWN RECORDS, STREETS AND WAYS, EDEN (Bar Harbor), 1916--. 1 vol. March 7, 1932 is date of last entry. 1834-1915 in Town (Meeting) Records, Town of Bar Harbor, entry 1; 1860-61 also recorded in Record of Mortgages (and Miscellaneous Property Transfers), entry 15.

Record of preliminary proceedings necessary for the construction or repair of town roads, including the following: copies of petitions to selectmen from town inhabitants requesting construction or repair of town roads, giving date and nature of petition, and names of petitioners; copies of selectmen's notices of hearings on petitions, giving date of notice, date, time, place, and purpose of meeting, and names of selectmen; record of proceedings at hearings, giving description of boundaries of proposed road as determined by selectmen, date of hearing, date received and recorded, and signature of town clerk; references to town meeting warrants containing articles calling for vote of acceptance or rejection of roads, giving article no., and page and volume no. of town meeting records (entry 1) in which warrant and result of vote is recorded. Arr. chron. Indexed alph. by names of roads. Typed. 500 pp. 15 3/4 x 11¼ x 2. Off. of t. c.

34. (TOWN CLERK'S CORRESPONDENCE), 1937--. 1 file folder. Prior correspondence destroyed.

Miscellaneous correspondence received and copies of letters sent by the town clerk relating to the duties of his office. Arr. chron. No index. Hdw. and typed. 12 x 9 x ½. File cabinet, off. of t. c.

35. (COLLECTOR'S NOTICES OF TAX SALES), 1908-13. 1 bdle. Discontinued in 1914 and replaced by (Collector's Notices of Unpaid Taxes), entry 112.

Collector's original notices of tax sales filed with the town clerk for recording, giving name of owner, description of property, amount of tax due (including interest and charges), date taxes committed for collection, date of notice, date of proposed sale, and signature of tax collector. The collector's return of the notice to the town clerk is shown on the reverse side of the form and

gives name and date of newspaper in which notice was published, date notices sent to delinquent taxpayers named, signature of tax collector, date received and recorded, and attestation of town clerk. Not arr. or indexed. Hdw. and typed on pr. forms; pr. descriptions of properties advertised for sale are pasted to notices. 9½ x 4 x 1 1/8. Vt., off. of asses.

Record of notices and returns, 1845-1913, see entry 1; 1868, see entry 15.

II. WARRANT COMMITTEE

In 1911 the town meeting voted "that a committee of seven be appointed by the chair to consider all articles carrying appropriations. . . ." (Town Meeting Records, vol. 9, p. 372.) This is the first mention of an office which has assumed a continually growing importance in the government of Bar Harbor; resolutions to abolish the committee have been voted down in at least two town meetings, those of 1921 and 1923. (Ibid., vol. 11, p. 365; vol. 12, p. 10.) The term of office, number of members, and method of selecting the committee has varied considerably. Until 1919, the committee was either appointed by the moderator or nominated and elected from the floor to serve for one year only, and the number of appointees ranged between seven and thirty-one. (Ibid., vol. 9, p. 372 to vol. 11, p. 154, passim.) Acting on article 4 of the 1919 meeting warrant, the town voted "that a nominating committee . . . of three . . . be appointed by the moderator to submit . . . 25 members to serve as a warrant committee. Five members to serve one year; five for two years; five for three years; five for four years; and five for five years. So that hereafter five members to serve five years will be chosen to take the place of the retiring members." (Ibid., vol. 11, p. 203.) However, in 1922 and 1923, and from 1930 to the present, the entire committee has been elected at one time to serve in the ensuing year only. (Ibid., p. 436; vol. 12, pp. 10, 492 to vol. 13, p. 398, passim.) Since the special meeting of November 17, 1920, when it was voted "that the moderator be instructed to appoint ten additional members to the warrant committee, said members to be women", both sexes have been represented on the committee each year. (Ibid., vol. 11, p. 350.) The committee is divided into special sub-committees to consider general government, public safety, charities and corrections, schools, and highways and bridges. The committee members serve without salary. Their recommendations on the town appropriations to be voted each department appear only in the copies of the warrant itself which the selectmen publish and distribute in advance of each annual meeting; there is no town file of these published warrants.

36. RECORD (of Committee Meetings), 1922--. 8 vols.
Minutes of meetings of the warrant committee, giving date of meeting, results of elections, appointments of sub-committees to report on individual sections of town meeting warrants, recommendations passed on all articles, and signature of secretary. Arr. chron. No index. Hdw. and typed, with pr. articles of town meeting warrants pasted to pages. Vols. aver. 150 pp. 10 5/8 x 8½ x 1 (7 vols. loose leaf). 1 vol., 1922-26, vt., off. of asses.; 7 vols., 1927--, file cabinet, off. of t. c.

III. SELECTMEN

The office of selectmen was established at the first meeting held in Bar Harbor when three officers were elected for a one year term by the vote of the town. (Ibid., vol. 1, p. 4.) The term of office and the number of officers

annually elected remained the same until 1915 when a seven man board was elected; since 1932, five men have been elected each year for a one year term; there has been no later revision of this practice. (Town Meeting Records, vol. 10, p. 294; vol. 13, p. 93.) In the meeting held April 24, 1797, the town first specifically delegated assessors' duties to the selectmen when it "Voted that the Selectmen should be assessors." (Ibid., vol. 1, p. 10.) Until 1907, the offices of selectmen and assessors were thus combined; in that year the three man board of assessors with three year revolving terms was first provided for, distinctly separating the offices of selectmen and assessors. (Ibid., vol. 8, p. 234.) The town's discussion and vote on the care of paupers in early meetings shows that the selectmen were also actually acting as overseers almost from the town's establishment, but 1841 is the first year that the town specifically elected the selectmen so to act. (Ibid., vol. 2, p. 145.) Until 1903, the selectmen were usually chosen to act as overseers; but since that year the two offices have been separately filled. (Ibid., vol. 7, p. 272.) The duties and records of the selectmen, acting in their generally administrative capacity as selectmen alone, have not radically changed since the establishment of the office in 1796.

Minutes and Reports

37. ANNUAL REPORT OF THE MUNICIPAL OFFICERS OF THE TOWN OF BAR HARBOR, MAINE, 1885--. 10 vols. First printed in 1886 for fiscal year 1885. Title varies; Town of Eden, Maine Reports; Town of Bar Harbor, Maine Reports.

Annual reports of the following town officers and committees: report of the selectmen, showing appropriations, other receipts, expenditures, and balances; report of the assessors, 1907--, showing valuation of real and personal estates (resident and non-resident), amount of assessment, no. of polls, rate of taxation, and amount of increase or decrease in valuation from previous year; report of the tax collector, 1900--, showing amount of unpaid taxes previous year, amount of commitment, amount collected and deposited with treasurer, and lists of delinquent taxpayers (1908--); report of the treasurer, showing itemized account of receipts, including taxes and loans, total expenditures, balance, and notes and bonds outstanding; report of overseers of the poor, 1892--, showing amount of appropriation and other receipts, expenditures for support of poor, balance, and amounts due from other towns; report of the road commissioner, 1892--, showing amount of appropriation, amount expended, and balance; report of the sewer commissioner, 1901-4, 1907-12, showing amount of appropriation, amount expended, balance, and recommendations for ensuing year (1905-6 information on sewers included in selectmen's reports, 1913-- in road commissioner's reports); report of the superintendent of schools, 1887--, showing amounts of appropriations, amounts of expenditures, balances, progress made in various departments (high school, extra curricular activities, music, manual training, home economics, etc.), and recommendations for ensuing year; report of the school committee, 1895--, containing a narrative account of progress made the previous year and recommendations for ensuing year; report of the truant officer, 1899-1905, showing the number of truants returned to school by him during the year; report of the town clerk, 1900--, showing the number of births, marriages, and deaths, with a tabulation of the causes of deaths; report of board of health, 1901-25, showing the condition of sanitation facilities, progress made the previous year, and recommendations for ensuing year; report of the health officer, 1926--, showing the number of communicable diseases reported, number of visits and follow-up visits made for investigating

communicable diseases, number of school clinics held, number of visits made in connection with inspection of dairies and milk analysis, number of bacteriological analyses made in connection with communicable diseases in milk inspections; report of fire chief, 1931--, showing number of calls answered, value of and extent of loss to buildings and contents burned, amount of insurance on and insurance paid on buildings and contents, feet of hose laid, miles travelled, and total gallons of chemicals used; report of the building inspector, 1901--, showing number of permits issued for new construction, alterations, and repairs, cost of each, and names of owners; report of the auditor, 1896--, containing his certification to the accuracy of the accounts audited. Also included are copies of town meeting warrants, with articles for consideration, 1897-1908. This set consists of 49 reports, 1885-1933, bound in 7 vols., with 3 reports, 1934--, not yet bound. Reports in each vol. arranged under the appropriate department heading. 1900--, indexed alph. by departments and subjects; 1885-99, no index. Pr. 600 pp. 8½ x 6 x 1 1/3; 160 pp. 9 x 6 x 3/8. File cabinet, off. of t. c.

Eden reports at Maine State Library: 1891-92, 1894, 1899-1917; Bar Harbor reports at the Maine State Library: 1918--.

38. RECORD (Selectmen's Memoranda), 1902-19. 1 vol. Discontinued in 1919.

Selectmen's memoranda of business to be brought before their board meetings. Arr. chron. No index. Hdw. 200 pp. 10¼ x 8 x 5/8. Vt., off. of asses.

39. RECORD (of Selectmen's Meetings), 1915--. 16 vols.

Minutes of selectmen's meetings, giving date of meeting, members present, business discussed and voted on, and signature of secretary. Arr. chron. No index. Hdw. Vols. aver. 150 pp. 9½ x 7 3/4 x 5/8. Safe, off. of sel., Oddfellows' Bldg.

Finance
(See also entries 53, 79)

40. (Selectmen's) JOURNAL (of Receipts and Expenditures), 1852--. 11 vols. Title varies: Record.

Journal record of receipts and expenditures, giving amounts of annual appropriations and miscellaneous income for receipts, and date, order no. (1852-1915), payee, and (1915--) page no. in Ledger, entry 45, to which entry is posted for expenditures. The following records are also included: annual summaries of receipts and expenditures, 1852-1915; censuses of scholars in school districts, 1854-60. Arr. chron. under subject headings. 1898-1914, indexed alph. by subjects; 1852-97, 1915-- not indexed. Hdw. Vols. aver. 462 pp. 14 3/4 x 10¼ x 1 7/8. 10 vols., 1852-1914, vt., off. of asses.; 1 vol., 1915--, safe, off. of t. c.

School census, 1875-83, see entry 51; 1917--, see entry 176.

41. RECORD OF ORDERS, 1876-1915. 12 vols. (2-6, 7 unmarked). Missing: 1882-85. Title varies: Orders; Orders Drawn on Treasurer; Orders on Treasurer. Discontinued in 1915 and replaced by (Distribution Book), entry 46.

Record of orders drawn on the treasurer, giving date, payee, order no., amount, purpose (1876-1900), and remarks including a description of miscellaneous orders. Arr. chron. No index. Hdw. on pr. forms. Vols. vary 128 - 260 pp. 14 x 8 3/4 x 3/4 - 16 x 10 3/4 x 3/4. Vt., off. of asses.

42. (Stubs of) TOWN ORDERS, 1904-15. 27 vols. Missing: 1905-7. Title varies: Orders. Discontinued in 1915 and replaced by Bookkeeper's Vouchers, entry 48.

Stubs of orders drawn on the treasurer by the selectmen, giving date, payee, purpose, amount, and order no. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 200 pp. 16 1/8 x 7 3/4 x 1¼. 23 vols., 1904-10, 1912-14, vt., fire house, Firefly Lane; 4 vols., 1911, 1915, vt., off. of asses.

43. (PAID BILLS AND INVOICES), 1900-1912. 33 bdles. Missing: 1913-14; 1915-- in Bookkeeper's Vouchers, entry 48.

Miscellaneous paid bills and invoices for material, supplies, and services furnished the town, giving kind and cost of material, supplies, or services, date, names of debtor and creditor, and date of payment. Not arr. or indexed. Hdw., typed, and hdw. on pr. forms. Bdles. aver. 8½ x 3½ x 2½. Vt., fire house.

44. (DEPARTMENTAL PAYROLLS), 1900-1912. 10 bdles. Missing: 1913-14; 1915-- in Bookkeeper's Vouchers, entry 48.

Selectmen's copies of payrolls for various town departments, giving period of payroll, date, name of employee, amount earned during the period, and total payroll. Not arr. or indexed. Hdw. and typed on pr. forms. 10 x 8 x 3. Vt., fire house.

For superintendent of school's copies of payrolls, 1910--, see entry 147.

45. (Selectmen's) LEDGER (of Receipts and Expenditures), 1915--. 1 vol. Record begun in 1915.

Ledger record of receipts and expenditures posted from Journal, entry 40, giving amounts of annual appropriations for receipts and date and amount for expenditures under the following accounts: refunding bonds, interest payable, notes and bonds for parks, roads, repairs, land damage, etc., taxes, account with state, account with other towns, town property (fixed and movable), municipal proprietary interest, tax deeds, property available for conversion, town treasurer, trust fund investments, permanent loans, departments account, due from accounts receivable, and temporary loans. Arr. chron. under account headings. Indexed alph. by account names. Hdw. 375 pp. 15 x 9 x 1½. Safe, off. of t. c.

46. (DISTRIBUTION BOOK), 1915--. 5 vols. Record begun in 1915 replacing Record of Orders, entry 41.

Record of the distribution of expenses among all town departments, giving voucher no., date, payee, purpose, and amount for the following accounts: general government, protection of persons and property, health and sanitation, charities and corrections, highways, bridges, street lighting, education, libraries, recreation, public parks, water rent, interest, miscellaneous, temporary loans, notes and bonds, dog taxes, state and county tax, bridge district, and overlay. Arr. chron. under account headings. No index. Hdw. on pr. forms. 1200 pp. 18½ x 12 x 6 (loose-leaf). Vt., off. of asses.

47. WEEKLY REPORTS, TOWN OF EDEN (Bar Harbor), MAINE (Summaries of Receipts and Expenditures), 1915--. 2 vols. Record begun in 1915.

Summaries of receipts and expenditures compiled by the bookkeeper from the Distribution Book, entry 46, for the selectmen's reference, giving date of report, date of period reported, name of account, amount of appropriation, balance from previous period, miscellaneous receipts, total amount expended

during the period, and balance at end of period. Although the volumes are printed for weekly reports, there is an average of only 20 reports each year. Arr. chron. No index. Hdw. on pr. forms. 250 pp. 18½ x 12½ x 1 3/4 (loose-leaf). 1 vol., 1915-33, vt., off. of asses.; 1 vol., 1934--, safe, off. of t. c.

48. BOOKKEEPER'S VOUCHERS, 1915--. 22 file drawers. Record begun in 1915 replacing (Stubs of) Town Orders, entry 42.
Selectmen's copies of vouchers presented to treasurer for payment, giving voucher no., amount, payee, purpose, date, and signatures of selectmen. Attached to their respective vouchers in these file drawers are departmental payrolls, bills and invoices, canceled notes, abatement slips, etc. for which the vouchers were issued. Arr. chron. No index. Hdw. on pr. forms. File drawers aver. 11 x 15½ x 24½. Vt., off. of asses.

For treasurer's copies of vouchers, 1915--, see entry 120. Bills and invoices, 1900-1912, see entry 43. Departmental payrolls, 1900-1912, see entry 44. Canceled town notes, 1901, see entry 126. For superintendent of school's copies of payrolls, 1910--, see entry 147. Stubs of abatement slips, 1907--, see entry 98.

49. (RECORD OF BOOKKEEPER'S VOUCHERS), 1921--. 1 file cabinet, 1 file drawer, 4 file boxes, 2 bdles.
Card record of all vouchers issued and paid, giving name and address of payee, date, voucher no., amount, and account credited. Arr. alph. by name of payee. No index. Hdw. on pr. forms. File cabinet, 16 x 16 x 15; file drawer, 5 x 7 x 14½; file boxes, 4½ x 6½ x 24; bdles., 6 x 7 x 4. 1 file cabinet, 4 file boxes, 2 bdles., 1921-36, vt., off. of asses.; 1 file drawer, 1937--, file cabinet off. of t. c.

50. (RECORD OF PAUPER VOUCHERS), 1934--. 3 vols. Record begun in 1934.
Record of vouchers (entry 48) issued for poor relief, giving voucher no., date, names of pauper and payee, purpose, and amount. This record is kept for the convenience and reference of the selectmen. Arr. alph. by name of pauper. No index. Hdw. on pr. forms. 200 pp. 12 x 9½ x 1 (loose-leaf). File cabinet, off. of sel.

51. (SCHOOL DISTRICT ACCOUNTS), 1861-84. 1 vol.
Selectmen's accounts of receipts and expenditures for school districts. Receipts give balance brought forward, date, amount of town appropriation, and amount received from the state; expenditures give date, payee, purpose, and amount. School censuses, 1875-82, are also included, giving names and no. of scholars in each district. Arr. chron. under school district no. headings, with accounts and censuses entered in separate sections of the vol. No index. Hdw. 225 pp. 13½ x 8¼ x 7/8. Vt., off. of asses.

School accounts, 1898--, see entry 145. School census, 1854-60, see entry 40; 1917--, see entry 176.

Roads and Bridges
(See also entries 40-49, 63, 75, 137, 140, 141)

52. (PETITIONS FOR ROADS), 1912--. 2 bdles.
Original petitions from Bar Harbor citizens to selectmen requesting construction or improvement of town roads, giving date of petition, descriptions of boundaries, date petition filed with town clerk, signatures of petitioners, and notation of action taken by selectmen on petition. Not arr. or indexed. Typed, with hdw. signatures. 9 3/4 x 4 x 1½. Safe, off. of sel.

53. JOURNAL (of Road and Bridge Appropriations and Expenditures), 1914-15. 2 vols. Title varies: Ledger. Discontinued as a separate record in 1915; 1852-- recorded in (Selectmen's) Journal (of Receipts and Expenditures), entry 40.
Record of appropriations and expenditures for roads and bridges, giving name of road or bridge, amount of annual appropriation, date, purpose, and amount of each expenditure, and monthly balance. Arr. chron., with account for each road or bridge entered in separate sections of the vols. 1914, indexed alph. by names of roads and bridges; 1915, not indexed. Hdw. 160 pp. 13½ x 8½ x 3/4. Vt., off. of asses.

54. (Maps of) RURAL AND TOWN ROADS, 1900-1934. 1 file drawer.
Miscellaneous maps of rural and town roads in Bar Harbor, showing length, width, elevations, contours, and boundaries of proposed roads, profiles, results of surveys and resurveys, mileage statistics, and (occasionally) names of owners of adjacent properties. The following maps are also included in this file: 1 map of De Gregoire Park, 1925; 16 plans of Bar Harbor state-aid roads, 1914, 1919, 1922; 1 map of the county road near Otter Creek, undated, circa 1912; 1 plan of a proposed drainage pipe across a town road, undated, circa 1924; 10 architect's drawings of the Bar Harbor police station, 1934; 1 plan of proposed driveways to the fire house, 1934. Drawn by various engineers and architects. Ms. and blue print. Scales vary. 3½ x 37 x 27. File cabinet, off. of sel.
See also entries 63, 75.

55. ROAD MAP, TOWN OF BAR HARBOR, 1927. 1 map.
Map showing direction of Bar Harbor roads and the total mileage of each; different types of roads (gravel, cement, etc.) are indicated by variously colored lines. E. W. Hill. Colored ms. 1" = 100'. 72 x 38. Off. of t. c.

56. ROAD MILEAGE, TOWN OF BAR HARBOR, 1915. 1 bdle.
Record of town road mileage in Bar Harbor determined by an automobile survey, giving date, kind of car and speedometer, names of persons taking speedometer readings, no. of miles of country roads, no. of miles of village streets, and total mileage. Not arr. or indexed. Typed. 9 x 3 x ¼. Safe, off. of sel.

Sewers and Drains
(See also entries 40-49, 54, 75, 137, 140, 141)

57. RECORD OF (Permits for Entering) SEWERS, 1879-89. 2 vols. Permits issued verbally since 1889.
Record of petitions for, action of selectmen on petitions, and permits granted to enter sewers, giving name and address of petitioner, date of petition, description of property, date permit issued, amount of entrance fee, statement of how entrance is to be made, and names of selectmen. Records in the early volume, 1879-80, have been copied into the later volume which contains the original records for 1881-89. Arr. chron. 1 vol., 1881-89, indexed alph. by names of petitioners; 1 vol., 1879-80, not indexed. Hdw., 1879-80; hdw. on pr. forms, 1881-89. 100 pp. 8½ x 7 x 5/8; 300 pp. 15½ x 10 x 1½. Safe, off. of sel.

58. (ENGINEERS' NOTES, BAR HARBOR SEWERS), 1887-1919. 3 vols. (1-3).
Notes made by engineers on sewer surveys, giving names of streets, descriptions of their boundaries, descriptions and dimensions of sewers, and dates of sur-

veys. Arr. chron. Indexed alph. by names of streets. Hdw. 373 pp. 7½ x 5¼ x 3/4. Safe, off. of sel.

59. SEWER BOOK, VOL. 1, TOWN OF EDEN, undated, approx. 1907. 1 vol.
Plans of sewers in Eden (Bar Harbor), showing locations of manholes and sewers, names of streets, and description of street boundaries. Indexed alph. by names of streets. Edgar Lord. Drawn on graph paper with black and red ink. Scales vary 1" = 100' - 1" = 200'. 129 pp. 16 x 10 3/4 x 1 1/8. Safe, off. of sel.

60. SEWER MAP, undated, approx. 1915. 1 map.
Relief map of Bar Harbor sewer system showing names and boundaries of streets, locations of manholes and sewers, surface elevations, and water lines. Anonymous. Ms. 1" = 200'. 54½ x 46. Vt., off. of asses.

61. RECORD OF (Permits for Entering) DRAINS, 1900-1903. 1 vol. Permits issued verbally since 1903.
Record of petitions for, action of selectmen on petitions, and permits granted to enter drains, giving name and address of petitioners, date of petition, description of property, location of drain, date of permit, statement of how connection is to be made, and names of selectmen. Arr. chron. Indexed alph. by names of petitioners. Hdw. on pr. forms. 400 pp. 14 3/4 x 10 x 1 3/4. Vt., off. of asses.

62. DRAIN BOOK, TOWN OF BAR HARBOR, undated, approx. 1928. 1 vol.
Plans of drains in Bar Harbor, showing names of streets, and dimensions and locations of drains and catch basins. Indexed alph. by names of streets. Walter G. Hill. Drawn in ink on graph paper. 1" = 100'. 97 pp. 16 x 10 3/4 x 1 1/8. Safe. off. of sel.

63. (Maps of) SEWERS AND DRAINS, 1912-32. 1 file drawer.
Miscellaneous maps of town sewers and drains, showing profiles, elevations, street boundaries, and locations of manholes. Also included is a map of the boundaries of a proposed town road, 1929. Drawn by various engineers. Ms. and blue print. Scales vary. 3½ x 37 x 27. File cabinet, off. of sel.
See also entry 75.

Federal Relief
(See also entry 89)

64. REPORTS (CWA, FERA, and WPA), 1933--. 16 file folders.
Copies of various reports pertaining to CWA (1933-34), FERA (1934-35), and WPA (1936--), and including the following: reports of approval of town projects (CWA Forms L-3 and A-2); monthly progress reports (CWA Forms L-9 and L-4); fund control registers (CWA Form A2); CWA daily work reports; reports on completion of projects (CWA Form L-6A, FERA Form 141); commodity receipts (FERA Form MSC 3); receipts for material received (FERA Form ML 13A); monthly statistical reports from local unit to area office (FERA Form ML 198-A); monthly reports of employment relief extended to resident cases under the general relief program (FERA Form 198); project proposals (WPA Form 301); personnel applications (WPA Form 251); claims for loss of or damage to privately owned property (WPA Form 950); injury and compensation reports (Forms SA-73, CA4, S-69, CA2, CA16, K1, CA1). Arr. chron. No index. Typed on pr. forms. 12 x 9 3/4 x ¼. 14 file folders, 1933-35, file cabinet, vt., off. of asses.; 2 file folders, 1936--, file cabinet, off. of t. c.

65. LED(ger of FERA Project Rolls), 1934. 1 vol. No other record kept.
Record of men assigned to town FERA projects, giving name of employee, date and no. of hours worked, amount received in wages, quantity, kind, and cost of clothing received in addition to wages, and date. Arr. chron. Indexed alph. by names of employees. Hdw. on pr. forms. 128 pp. $8\frac{1}{2}$ x 7 x $\frac{1}{2}$. Vt., off. of asses.

66. MEMOS (of Employees on FERA Projects), 1935. 2 file folders.
Memoranda listing men who are to report for work and men who have been released from work on FERA projects, giving name of employee, memorandum no., date of assignment or release, and name of project. Arr. numerically by memorandum no. No index. Typed. 12 x 9 3/4 x $\frac{1}{4}$. File cabinet, vt., off. of asses.

67. LABOR REQUISITIONS (CWA, FERA, and WPA Labor Forms), 1933--. 4 file folders.
Selectmen's copies of labor requisitions (CWA Form L-5, FERA Form ML-A, and FERA Form ML 5-A), notices to report on projects and reassignment slips (WPA Form 402), notices of termination of employment (WPA Form 403), and reclassification slips (WPA Form 404). Arr. chron. No index. Typed on pr. forms. 12 x 9 3/4 x $\frac{1}{4}$. 3 file folders, 1933-35, file cabinet, vt., off. of asses.; 1 file folder, 1936--, file cabinet, off. of t. c.

68. TIME BOOKS (CWA, FERA, and WPA), 1933-35. 9 vols. No other records kept.
Time books for labor on town CWA (1933-34), FERA (1935), and WPA (1935) projects, giving date of period ending, name of employee, no. of hours worked each day, total no. of hours worked weekly, and amount earned. Arr. alph. by names of employees. No index. Hdw. on pr. forms. 100 pp. 6 3/4 x $4\frac{1}{4}$ x $\frac{1}{4}$. Vt., off. of asses.

69. PAYROLLS (CWA, FERA, and WPA), 1933--. 13 file folders.
Copies of payrolls for local CWA (1933-34), FERA (1934-35), and WPA (1936--) relief projects (CWA Forms L7, L7A, L7B, L8B; FERA Forms 5, 151, ML18-A; and WPA Form 502). Arr. chron. No index. Typed on pr. forms. 12 x 9 3/4 x $\frac{1}{4}$. 12 file folders, 1933-35, vt., off. of asses.; 1 file folder, 1936--, file cabinet, off. of t. c.

70. ESTIMATES (and Bids), 1933. 1 file folder.
Estimates submitted to the selectmen by town merchants bidding to supply material for CWA projects, giving name of firm, date, description of material, estimated or bid price of each item, and total. Not arr. or indexed. Typed. 12 x 9 3/4 x $\frac{1}{4}$. File cabinet, vt., off. of asses.

71. PURCHASES (CWA and FERA), 1934. 1 file folder.
Copies of purchase orders for material to be delivered to local CWA and FERA projects. Not arr. or indexed. Typed on pr. forms. 12 x 9 3/4 x $\frac{1}{4}$. File cabinet, vt., off. of asses.

72. INVOICES (CWA, FERA, and WPA), 1933--. 4 file folders.
Invoices for materials and supplies delivered to local CWA (1933-34), FERA (1934-35), and WPA (1936--) projects, giving names of debtor and creditor, date of invoice, terms of payment, quantity and description of goods, and cost. Arr. chron. No index. Hdw. and typed on pr. forms. 12 x 9 3/4 x $\frac{1}{4}$. 3 file folders, 1933-35, file cabinet, vt., off. of asses.; 1 file folder, 1936--, file cabinet, off. of t. c.

73. CORRESPONDENCE (CWA, FERA, and WPA), 1933--. 5 file folders.
Correspondence received and copies of letters sent by the selectmen relating to the administration of Bar Harbor CWA, FERA, and WPA projects. Arr. chron. No index. Typed. 12 x 9 3/4 x $\frac{1}{4}$. 4 file folders, 1933-35, file cabinet, vt., off. of asses.; 1 file folder, 1936--, file cabinet, off. of t. c.

Military
(See also entries 1, 32)

74. LEDGER (World War Relief Record), 1917-18. 1 vol.
Record of aid furnished families of Bar Harbor men engaged in service during the World War, giving name and residence of service man, date of entering service, branch, names and no. of dependents, and amount of aid supplied dependents by the town. Arr. chron. Indexed alph. by names of service men. Hdw. on pr. forms. 273 pp. 14$\frac{1}{4}$ x 9 x 1. Vt., off. of asses.

Maps and Plans

75. MISCELLANEOUS (Maps and Plans), 1886-1937. 2 file drawers.
Miscellaneous maps and plans covering the following areas and subjects: town roads, sewers, drains, and bridges; land condemned by Bar Harbor Water Company for pipe lines; reservoirs, pipe lines, and aqueducts of Bar Harbor Water Company; street lights; parking area, Bar Harbor village; proposed bridle paths; Bar Harbor airport; wharf privileges; golf links; municipal skating rink; town of Mount Desert; Acadia National Park; isolation hospital (Bar Harbor), town garage, fire and police stations, and comfort station (all architects' drawings). Drawn by various engineers and architects. Pr., ms. and blue print. Scales vary. 3$\frac{1}{2}$ x 37 x 27. File cabinet, off. of sel.

76. MAP OF MOUNT DESERT ISLAND, MAINE, SORRENTO, PORTIONS OF LAMOINE, HANCOCK AND FRENCHMEN'S BAY AND ADJACENT ISLANDS, 1881. 1 map.
Map of the territory shown in the title, giving locations of mountains, ledges, buoys, steamship lines, wharves, and principal buildings. William Bracher, assisted by E. N. Hamor and Charles P. Simpson. Colby and Stewart, Philadelphia, Pa. Pr. and colored. 1" = 90 rods. 64 x 51. Vt., off. of asses.

77. ATLAS OF BAR HARBOR (Village) AND VICINITY IN THE TOWN OF EDEN, 1904. 1 vol.
Volume contains 12 plates showing various sections of Bar Harbor village. Compiled and copyrighted by Summer Residents Association; published by George H. Walker & Co., Lithographers, Boston, Mass. Pr. 1" = 100'. 22 x 32 x $\frac{1}{4}$. Off. of sel.

78. (HANGAR, AUGUSTA AIRPORT), undated. 4 maps.
Architect's drawings of a hangar for the Augusta airport, showing floor plans, heating plant, and details of doors and windows. Anonymous. Blue print. Scales vary 1/8" = 1' - 3" = 1'. 19$\frac{1}{4}$ x 30 3/4. Desk, off. of asses.

Miscellaneous

79. (SELECTMEN'S MISCELLANEOUS RECORD BOOK), 1888-1908. 1 vol.
Selectmen's miscellaneous record book containing the following: copies of carriage licenses, 1896-1904; copies of licenses granted to operate employment offices, 1895-96; record of naturalization certificates submitted to the select-

men as proof of citizenship by naturalized citizens applying for voting privileges, 1904-8; account of financial aid given non-resident poor, 1889; record of team hire for road work, 1891-94; record of the selectmen's appointment of a committee to select a site for a soldier's monument and a town hall, 1896. Arr. chron., with each type of record entered in a separate section of the vol. No index. Hdw. 200 pp. 10 3/4 x 6¼ x 1½. Vt., off. of asses.

Naturalizations, 1900, 1909, see entry 1; 1928--, see entry 29. Record of miscellaneous licenses, 1821-28, 1848-1905, see entry 1; 1862, see entry 15.

80. (TOWN PROPERTY TRANSFERS), 1911--. 3 file drawers.
Original mortgages, bills of sale, contracts, leases, and indentures pertaining to transfers of town property. Arr. chron. No index. Hdw. and typed (generally on pr. forms). 5 x 6 3/4 x 14 3/4. Safe, off. of sel.

81. (SELECTMEN'S CORRESPONDENCE), 1926--. 1 file cabinet.
Miscellaneous correspondence received and copies of letters sent by the selectmen pertaining to the administration of town affairs. Arr. chron. in folders filed alph. by names of addressees. Hdw. and typed. 50 x 14½ x 25. Off. of sel.

82. (RECORDS RELATING TO THE INSANE), 1931--. 1 bdle.
Complaints of insanity, orders for hearings, and constables' returns (combined form); physicians' certificates of insanity; and commitments of insane to hospitals. Original insanity complaint form shows: name and address of person alleged insane, relationship of complainant and his name and address, request for hearing and commitment to hospital specified, date and signature of complainant, followed first by selectmen's dated and signed order for hearing notifying defendant of time and place, and second by constable's dated, signed, and attested certificate of delivery of notice to defendant. Physicians' original certificate of insanity of person named, with date and signature of two or more physicians. Selectmen's copy of commitments of insane, addressed to superintendent of hospital specified, reviewing complaint, order for hearing, testimony heard, and physicians' certificate of insanity, and requiring hospital to receive person committed, date and signatures of selectmen. Arr. chron. No index. Typed on pr. forms. 8½ x 3½ x 4½. Safe, off. of sel.

83. (INNHOLDERS' AND VICTUALERS' BONDS), 1936--. 2 bdles.
Bonds supplied by innholders and victualers as a prerequisite for conducting business, giving names of principal and two sureties, amount of bond, date and condition of bond, signatures of principal, sureties, and selectmen, and date of selectmen's approval. Arr. chron. No index. Typed (generally on pr. forms). Bdles. aver. 8½ x 3½ x 3/4. Safe, off. of sel.

IV. OVERSEERS OF THE POOR

Although from time to time the town of Eden voted that the selectmen take charge of certain paupers whose support was provided by the town, the first specific mention of overseers of the poor is in the annual meeting of 1839 when three persons (not selectmen) were chosen to the office for a year's term. (Town Meeting Records, vol. 2, p. 121.) Two years later, in 1841, the selectmen were first elected specifically to serve as overseers as well as assessors, and thereafter until 1903 the town usually chose the same persons to serve as selectmen, assessors, and overseers. (Ibid., p. 145.) In 1903,

one overseer was elected separately from the selectmen for a one year term, and this precedent has held to the present. (Town Meeting Records., vol. 7, p. 272.) Since 1892, the office has published an annual report in the town report, see entry 37.

Social Welfare
(See also entries 64-73)

84. PAUPER NOTICES (and) PAUPER DENIALS, 1913--. 3 vols. Missing: 1919-25.
Stubs of two types of notices sent by Bar Harbor's overseer of the poor to overseers of the poor of other towns, informing them of support of out of town paupers tmeporarily resident in Bar Harbor or refusing support of alleged Bar Harbor townspeople afforded relief by overseers of other towns. Stubs of notices show name of town notified, name of person(s) allegedly resident of that town, amount expended at time of notice, date of notice, and date of sending notice; stubs of denials show name of town answered, date notice received, name of person(s) denied aid, nature of reply, date of answer, and date of sending answer. Arr. chron., with half of each vol. devoted to notices, the other half to denials. No index. Hdw. on pr. forms. 87 pp. 11¼ x 8½ x 3/4. File cabinet, off. of overseer of poor, Odd Fellows' Bldg.

85. (WELFARE REFERENCE FILE), 1936--. 1 file drawer. Record begun in 1936.
Overseer's reference file of welfare cases, giving names, birthplaces, and birthdates of persons receiving relief, and names, birthplaces, and birthdates of their children. Arr. alph. by names of persons receiving relief. No index. Typed. 5 x 6 3/4 x 15½. File cabinet, off. of overseer of poor.

Finance
(See also entries 40-50, 79)

86. (Purchase) LEDGER, 1932--. 4 vols. Missing: 1934.
Overseer's record of purchases of supplies for poor relief, giving name of recipient (pauper), name of firm or person furnishing supplies, description and cost of supplies, and date of purchase. Arr. chron., with a separate account devoted to each pauper. 1932-36, indexed alph. by names of persons and firms furnishing supplies; 1937, not indexed. Hdw. Vols. aver. 285 pp. 11 3/4 x 9 1/8 x 1¼ (1 vol. loose-leaf). File cabinet, off. of overseer of poor.

87. (PAUPER ORDERS), 1935--. 56 bdles.
Carbon copies of overseer's orders to paupers authorizing them to obtain supplies from local merchants, giving date of order, name of merchant, name and address of pauper, description and amount of supplies ordered, cost of each item, total cost, and signatures of overseer of poor and pauper. Bills for these supplies are sent by the merchants to the selectmen, who issue vouchers for their payment (entry 120). Arr. chron. No index. Hdw. on pr. forms. 9¼ x 4½ x ½. Desk, off. of overseer of poor.

88. (RECORD OF POOR RELIEF), 1936--. 1 file drawer. Record begun in 1936.
Record of financial aid afforded the poor, giving name of recipient, number of members in family, and total amount received weekly. Arr. alph. by name of recipient. No index. Typed. 5 x 6 3/4 x 15½. File cabinet, off. of overseer of poor.

Miscellaneous

89. (CCC APPLICATIONS), 1935--. 1 bdle.
Copies of applications for enrollment in the CCC (E.C.W. Form 2), giving date of application, name and address of person to whom application is addressed, name, residence, age, date and place of birth, marital and citizenship status, education, club and community activities, and employment record of applicant, his previous CCC record (if any), names of dependent relatives to whom monthly cash allotment shall be sent, signature of applicant, remarks, and name of person by whom applicant has been recommended. Not arr. or indexed. Typed on pr. forms. 11 x 8¼ x ½. File cabinet, off. of overseer of poor.

90. (OVERSEER'S CORRESPONDENCE), 1936--. 2 file drawers.
Correspondence received and copies of letters sent by the overseer of the poor relating to the administration of poor relief. Arr. alph. by names of addressees. No index. Hdw. and typed. 11 3/4 x 12 x 26. File cabinet, off. of overseer of poor.

V. ASSESSORS

There is no mention of the office of assessors in the town meeting records of Eden until the town meeting of April 24, 1797, when it was voted that the selectmen be assessors. (Town Meeting Records, vol. 1, p. 10.) But the presence of assessors' records, valuations and assessments, in Eden for the year 1796 indicates that the selectmen were fulfilling the functions of the office in that year, in accordance with the Massachusetts law that if the town "shall not chuse assessors, then the selectmen of such town are declared and appointed the assessors thereof." (Massachusetts Acts and Resolves, 1785, ch. 50, sec. 1.) From 1797 through 1906, at any rate, Eden's annual March town meeting elected that the selectmen act as assessors. In 1907, acting on a warrant article "To see if the town will vote to elect a board of Assessors by ballot who shall not be members of the board of Selectmen," the voters first separately elected three assessors for one, two, and three year terms; since that time one man has been elected each year for a three year term. (Town Meeting Records, vol. 8, pp. 220, 234.) For the assessors' annual report, published in the town report since 1907, see entry 37.

Inventories, Valuations, and Assessments

91. VALUATION OF THE TAXABLE PROPERTY IN THE TOWN OF EDEN, 1796-1908. 93 vols. Missing: 1799, 1800, 1809, 1823, 1829, 1838, 1839, 1843-45, 1847, 1848, 1851, 1852, 1855-57, 1866. Title varies: Valuation Bill; Valuation, Town of Eden; Cash Taxes; State Bill and Copy of Taxes. 1909-- in Valuation, Residents, entry 92, and Valuation, Non-Residents, entry 93.
Inventory, valuation, and assessment of the taxable polls and estates of Eden (Bar Harbor) residents and non-residents, giving names of property owners, no. of polls in household (residents only); no. of acres of land, no. of buildings, description of real estate (1853-59, 1883-1908), value of land (1860-1908), value of buildings (1860-1908), total value of real estate; inventory and value of personal property including live stock, investments, stock in trade, vessel property (1796-1859, 1877-1908), vehicles (1833-50, 1877-1908), household furniture (1853-59, 1877-1908), musical instruments (1853-59, 1877-1908), lumber (1877-1908), and hides and leather (1877-1908);

total value of personal property; total value of real estate and personal property (1877-1908); poll tax (1834-50, 1860-82), real estate tax (1834-50, 1860-82), personal property tax (1834-50, 1860-82), total tax (1834-50, 1860-82), and highway tax (1853-82). Assessor's summaries of valuations and assessments are recorded in the 1890-1906 volumes, giving amount of total town valuation, amounts appropriated for all town departments, amounts of state and county taxes due, total assessment, rate of taxation, no. of polls in the town, total poll tax, and signatures of assessors. The following miscellaneous records are also included in these volumes: description of highway district boundaries, 1861; record of bounties paid Civil War soldiers and sailors, 1862; inventory of school house property in each school district, 1886. Arr. alph. by names of property owners; records of resident and non-resident owners entered in separate sections of vols., 1872-1908. Indexed alph. by names of property owners, 1907-8. Hdw., 1796-1850; hdw. on pr. forms, 1853-1906; typed, 1907-8. 45 vols., 1796-1850, condition poor. Vols. vary 20 - 600 pp. $12\frac{1}{2}$ x $8\frac{1}{2}$ x 1/16 - 17 x $14\frac{1}{2}$ x $2\frac{1}{2}$. Vt., off. of asses.

Record of taxes assessed, 1797, 1812, 1839, 1883--, see entry 94.

92. VALUATION, RESIDENTS, 1909--. 29 vols. 1796-1908 in Valuation of the Taxable Property in the Town of Eden, entry 91.

Inventory and valuation of the polls and estates of Bar Harbor residents, giving name of owner, no. of polls in household; description of real estate, no. of acres of land, no. of buildings, value of land, value of buildings, total value of real estate; inventory and value of personal property including live stock (poultry statistics added, 1924--), live stock exempt from taxation (1916--), investments, stock in trade, musical instruments (radios added, 1930--), household furniture, vehicles, vessel property, finished products and raw materials in mills, and lumber; other personal property; total value of personal property; total value of real estate and personal property. Arr. and indexed alph. by names of property owners. Typed on pr. forms. 650 pp. 17 x 16 x $2\frac{1}{2}$. Vt., off. of asses.

Poultry statistics, 1918, see entry 97.

93. VALUATION, NON-RESIDENTS, 1909--. 29 vols. 1796-1908 in Valuation of the Taxable Property in the Town of Eden, entry 91.

Inventory and valuation of the estates of Bar Harbor non-residents, giving same information as in entry 92, omitting no. of polls and poultry statistics. Arr. and indexed alph. by names of property owners. Typed on pr. forms. 250 pp. 17 x 16 x 1 1/8. Vt., off. of asses.

94. VALUATION (Record of Tax Assesments), 1797--. 62 vols. Missing: 1798-1811, 1813-33, 1851, 1853, 1853-59. Title varies: Cash and Road Tax. 1834-50, 1860-82 in Valuation of the Taxable Property of Town of Eden, entry 91.

Record of taxes assessed on residents and non-residents of Bar Harbor, giving name of property owner, no. of polls (residents only); value of real estate (1797, 1883--), value of personal property (1797, 1883--), total valuation (1883--); poll tax (residents only), real estate tax (1812, 1839, 1852, 1883--), personal property tax (1839, 1852, 1883--), total tax; amount due on previous year's highway tax (1812, 1852); highway tax on polls and estates (1852); and no. of dogs and dog tax (1884-92). Arr. alph. by names of taxpayers. No index. Hdw., 1797, 1812, 1839, 1852; hdw. on pr. forms, 1883-1906; typed on pr. forms, 1907--. Vols. vary 14 - 350 pp. 12 3/4 x 7 7/8 x 1/8 - 16 x 11 x $1\frac{1}{2}$.

61 vols., 1797, 1839, 1852, 1883--, vt., off. of asses.; 1 vol., 1812, 1st floor vt., Maine Historical Society, 479 Congress St., Portland, Maine.

95. POCKET VALUATION AND LIST BOOK, 1908--. 82 vols. Prior records destroyed.

Assessors' handbooks used in compiling annual valuations of resident and non-resident property and from which information in valuation books, entries 91, 92, and 93, was compiled, giving name of owner, no. of polls in household (for residents); no. and value of acres of land, no. and value of buildings, total value of real estate; inventory and value of personal property including live stock, dogs, investments, stock in trade, vessel property, lumber, vehicles, musical instruments, household furniture, finished products and raw materials in mills, and other personal property; births of the previous year in each resident family visited by the assessors is recorded, giving name of child. Not arr. Indexed alph. by names of property owners. Hdw. on pr. forms. 375 pp. 8 x 4 3/4 x 1 (loose-leaf). Vt., off. of asses.

96. TAX ASSESSORS' INVOICE AND VALUATION FORM BOOK (School District Taxes), 1868-85. 7 vols. Missing: 1873-81, 1883. School districts abolished in Bar Harbor in 1886. Title varies: Combined Valuation Book and Tax Record.

Record of school district tax assessments, giving name of property owner, no. of polls in household, inventory, description, and value of real estate, inventory and value of personal property, poll tax, real estate tax, and personal property tax. Arr. alph. by names of taxpayers under school district no. headings. No index. Hdw. on pr. forms. Vols. vary 30 - 150 pp. 15½ x 10¼ x ½ - 19 x 12 x 3/4. Vt., off. of asses.

97. NEW FORM POULTRY STATISTICS BOOK, 1918. 1 vol. Missing: 1919-23; 1924-- in Valuation, Residents, entry 92.

Inventory and valuation of taxable poultry owned by resident proprietors, giving name of owner, no. and value of poultry, and value of eggs produced. Not arr. or indexed. Hdw. on pr. forms. 30 pp. 6 3/4 x 4¼ x 1/8. Vt., off. of asses.

Abatements
(See also entry 103)

98. (STUBS OF TAX ABATEMENT SLIPS), 1907--. 7 vols. Missing: 1924-28.

Stubs of tax abatement slips issued to the tax collector, giving names of taxpayer and tax collector, date of assessment, date and cause of abatement, amount and type of tax abated, and total abatement. The tax collector presents the abatement slip to the selectmen, who issue a voucher for its payment. Upon receipt of the voucher, the treasurer makes out a check, payable to the tax collector, for the amount of the abatement. If the abated tax has been paid, the tax collector endorses the check and gives it to the taxpayer; if it has not been paid, the amount of the abatement is credited to the taxpayer's bill and the check is returned to the treasurer. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 4 x 10¼ x 5/8. 2 vols., 1907-11, vt., fire house; 5 vols., 1912--, vt., off. of asses.

Abatement slips, 1915--, see entry 48.

99. (Annual) TAX ABATEMENTS, 1912--. 2 bdles.

Lists of tax abatements prepared annually by the assessors for the annual town

report, giving date of list, name of taxpayer, cause of abatement, amount, year of assessment, and annual total. Arr. chron. No index. Hdw. and typed. Bdles. aver. 8¼ x 3 1/8 x 1 3/4. Vt., off. of asses.

Maps

100. (REAL ESTATE PLANS), 1883-1936. 40 maps, including 14 undated. Assessors' reference maps, showing names of property owners, boundaries and dimensions of their property, lot nos., no. of acres of land (occasionally), adjacent roads and/or streams, and shore lines (occasionally). The following maps are also included: map showing property of the Mount Desert Biological Laboratory, 1929; plan of the Kebo Valley Country Club and adjacent Acadia Park Company, 1888; map of Maine Central Railroad property, 1915; map of the boundaries of the athletic field, Bar Harbor High School. Drawn by various engineers. Map of Kebo Valley Country Club published by Julius Bien & Co. but no place of publication is shown; others ms. and blue print. Scales vary 1" = 20' - 1" = 200'. Sizes vary 7 3/4 x 10 1/8 - 33½ x 72. Desk, off. of asses.

Miscellaneous

101. LETTERS, ASSESSORS, 1908--. 2 file boxes, 9 envs. Correspondence received and copies of letters sent by the assessors relating to valuations and taxation. Arr. alph. by names of addressees in file boxes and chron. in envs. Hdw. and typed. File boxes, 12 x 11 3/4 x 3¼; envs., 9½ x 4¼ x 1¼ (expansion envs.). Vt., off. of asses.

102. TRANSFERS (of Real Estate), 1930--. 1 vol. Prior records destroyed. Abstracts of deeds recorded at Hancock County registry of deeds and copied periodically by Bar Harbor assessors for reference, giving names of grantee and grantor, descriptions of property boundaries, date of transfer, date recorded, and volume and page reference to records of deeds from which abstracts were taken. Arr. chron. Indexed alph. by name of grantor. Typed. 400 pp. 15 3/4 x 11 x 2. Vt., off. of asses.

VI. TAX COLLECTOR

The office of tax collector is not specifically mentioned in the Eden town records until March 7, 1825, when it is recorded: "By a vote of the Town the Collector's office was put at auction and bid of By Ebenezer Salsbury jr at five pr. Cent for both sections of the town." (Town Meeting Records, vol. 1, p. 238.) Before that time it seems clear that collection of taxes was regularly performed by the constables, and a town meeting record of 1798 specifying how the constable was to pay into the treasury the tax money collected substantiates this theory. (Ibid., vol. 1, p. 16.) Between 1825 and 1873, the office of tax collector was usually let out at the town meeting to the lowest bidder, the percentage of commission paid varying from 5% to 2 3/4%. Between 1874 and 1897 the town voted each year except one that the treasurer serve as tax collector also, and therefore no percentage on taxes was provided. In 1900 an annual salary of $750 was fixed for the combined offices, since then the figure has been from time to time revised, but although records and reports of the office are made separately, both continue to be held by one person elected to the joint offices. (Ibid., vol. 6, p. 407.) For the tax collector's annual reports, included in the published town report 1900--, see entry 37.

Collection of Taxes
(See also entries 108-111)

103. TAX LIST, 1884--. 49 vols. Missing: 1898-1900, 1902. Title varies: Collector's Tax List.
Collector's tax list books, giving name of taxpayer, value of real estate and personal property, real estate tax, personal property tax, poll tax, total tax, amount of abatement (if any), interest due (if any), net tax due, date and amount of payment, and remarks. Arr. alph. by names of taxpayers. Hdw., 1884-1906; hdw. and typed, 1907--. Vols. aver. 250 pp. 11 3/4 x 8½ x 1¼. 14 vols., 1884-97, vt., fire house; 26 vols., 1901-27, vt., off. of asses.; 9 vols., 1928--, safe, off. of tr. and t. col., Odd Fellows' Bldg.

104. CASH (Tax Receipts), 1915--. 4 vols. Record begun in 1915.
Collector's record of tax receipts, giving date of payment, name of taxpayer, amounts assessed current and previous years, interest due (if any), and amount paid. This record is compiled from Tax List, entry 103. Arr. chron. No index. Hdw. on pr. forms. 300 pp. 15 3/4 x 11 x 1½. 2 vols., 1915-30, vt., off. of asses.; 2 vols., 1930--, safe, off. of tr. and t. col.
See also entries 107, 111.

105. (TREASURER'S RECEIPTS), 1915--. 20 bdles. Missing: 1921-23.
Monthly receipts given the tax collector by the treasurer for taxes deposited in the town treasury, showing receipt no., date, type and year of taxes deposited, amount, remarks, and signature of treasurer. Arr. chron. Hdw. on pr. forms. 8½ x 3½ x ¼. Vt., off. of asses.
For treasurer's copies of receipts, 1936--, see entry 123.

106. (TAX RECEIPT STUBS), 1936--. 17 bdles.
Stubs of receipts given taxpayers, showing name of taxpayer, amount of tax due, amount of abatement (if any), interest due (if any), net tax due, amount paid in cash, amount paid by check, year of assessment, and date of payment. Arr. chron. No index. Hdw. on pr. forms. 5¼ x 3 x 2. Desk, off. of tr. and t. col.

107. TAX LEDGER, 1898. 1 vol. Discontinued in 1899.
Reference ledger kept by tax collector of 1898, giving name of taxpayer, amount of taxes assessed, date and amount of payment, and balance due. Arr. and indexed alph. by name of taxpayer. Hdw. 1000 pp. 15 x 10 x 3½. Vt., fire house.
See also entries 104, 111.

Motor Vehicle Excise Tax Receipts

108. S. E. LEDGER (of Excise Taxes), 1929--. 2 vols.
Collector's record of motor vehicle excise taxes paid, giving name of taxpayer, receipt no., date and amount of payment, and year of manufacture of car. Arr. chron. No index. Hdw. 175 pp. 13 3/4 x 8½ x 3/4. 1 vol., 1929-34, store room adjoining off. of tr. and t. col.; 1 vol., 1934--, desk, off. of tr. and t. col.

109. (MOTOR VEHICLE EXCISE TAX RECEIPTS), 1933--. 1 vol., 3 bdles.
Triplicate copies of motor vehicle excise tax receipts required by ch. 305, sec. 80, Public Laws, 1929, giving town and date of payment, name of taxpayer,

description of vehicle (year of manufacture, make and model, serial and engine nos.), amount of tax, receipt no., and signature of excise tax collector. The original of this form goes to the taxpayer, and one carbon copy to the secretary of state. Arr. chron. No index. Hdw. on pr. forms. Vol., 250 pp. 13¼ x 8¼ x 2½ (loose-leaf); bdles., 12½ x 7½ x 1 3/4. Desk, off. of tr. and t. col.

110. (EXCISE TAX REFERENCE FILE), 1936--. 1 file cabinet.
Collector's reference file of Bar Harbor motor vehicles, giving name and address of car owner, make and type of vehicle, year of manufacture, model, serial and engine nos., factory list price, rate of taxation, and minimum and maximum amount that may be levied on the vehicle according to law. Arr. alph. by names. No index. Hdw. on pr. forms. 13¼ x 10¼ x 17¼. Off. of tr. and t. col.

Delinquent Taxes
(See also entries 1, 35, 115, 122)

111. JOURNAL (of Delinquent Taxes), 1868-1912. 4 vols.
Collector's record of notices and certificates of tax sales. Notices give name of taxpayer, description of property advertised for sale, amount of tax due (with charges), and date notice posted; certificates of sales give names of treasurer, tax collector, and owner, description of property, amount of taxes due (with charges), name of purchaser, and recorded attestation of justice of the peace. Record of taxes collected, 1898-1901, are also included giving name of taxpayer, amount due, amount of discount (if any), net tax due, and date paid. Arr. chron. No index. Hdw.; newspaper clippings of notices, 1871-1912, and pr. tax sale certificates, 1904-12, pasted to pages. Vols. vary 125 - 300 pp. 8 x 6 3/4 x 5/8 - 15 x 9 x 1 3/8. Vt., off. of asses.
Tax receipts, 1898, see entry 107; 1915--, see entry 104.

112. (COLLECTOR'S NOTICES OF UNPAID TAXES), 1936--. 1 carton. Missing: 1914-35; record begun in 1914 replacing (Collector's Notices of Tax sales), entry 35.
Copies of collector's notices to delinquent taxpayers informing them that their real estate taxes remain unpaid and warning them that action will be taken to enforce lien created by the non-payment if taxes are not paid within ten days of receipt of notice. Form gives date of notice, name of property owner, description of property, amount of taxes and interest due, total amount due, and signature of tax collector. These notices are not recorded with the town clerk because since 1914 delinquent real estate taxes have been collected by the county sheriff. Not arr. or indexed. Hdw. on mimeographed forms. 13 x 8½ x 2. Off. of tr. and t. col.

Miscellaneous

113. (NON-RESIDENTS ADDRESSES), undated, approx. 1913--. 2 vols.
Names and out-of-town addresses of non-resident taxpayers who own property in Bar Harbor. Arr. alph. by names of taxpayers. Vols. alph. tabbed. Hdw. and typed. Vols. aver. 183 pp. 11 x 6¼ x 3/4. 1 vol., approx. 1913-34, vt., off. of asses.; 1 vol., approx. 1935--, desk, off of tr. and t. col.

114. (TAX COLLECTOR'S CORRESPONDENCE), 1936--. 1 file box.
Correspondence received and copies of letters sent by the tax collector relating to the collection of taxes. Arr. alph. by names of addressees. Hdw. and typed. 11 x 11 3/4 x 3. Safe, off. of tr. and t. col.

VII. TREASURER

The office of town treasurer, established at the first town meeting of April 4, 1796, has continued with very little change in function to the present time. (Town Meeting Records, vol. 1, p. 4.) The officer is annually elected for a one year term. In 1846, the offices of tax collector and treasurer were first combined; and, although they were later occasionally to be separated, since 1900 the two offices have always been filled by one election, the officer receiving now a fixed salary as treasurer and collector rather than the salary and commission of the separate offices. The treasurer's report has appeared annually since the first publication of the town reports, see entry 37.

Receipts and Expenditures
(See also entries 124, 135-137)

115. (Treasurer's) JOURNAL (of Receipts and Expenditures), 1842-1915. 12 vols. (1-3, 9 unmarked). Title varies: Cash, Ledger; Treasury, Town of Eden; Taxes Received. Discontinued in 1915 and replaced by Voucher Record Receipts, entry 118, and Voucher Record Payments, entry 119.
Record of receipts and expenditures, giving date, name of payer, amount, and purpose for receipts, including tax receipts, and date, payee, and amount for expenditures. The following miscellaneous records are also included: record of town notes, 1878-1901, giving name of noteholder, place and date due, amount of principal, interest rate, and date paid; record of state pensions paid soldiers, 1895-1905, giving date, payee, and amount (pensions paid by town and the town was later reimbursed by the state); record of seal bounties, 1895-1905, giving date, payee, and amount; copies of tax sale notices, 1888-89, 1891, giving same information as in entry 35. Arr. chron., with different types of records entered in separate sections of the vols. No index. Hdw. Vols. aver. 225 pp. 12 3/4 x 8 1/8 x 3/4. Vt., off. of asses.
Record of town notes, 1878-82, see entry 137; 1878-1902, see entry 135; 1916--, see entry 124.

116. RECORD OF TOWN ORDERS PAID BY TOWN TREASURER, 1874-86. 2 vols. (A-B). Discontinued in 1886.
Record of town orders paid, giving date, payee, order no., purpose, amount, and remarks. Arr. chron. No index. Hdw. on pr. forms. 200 pp. 14 x 8 3/4 x 3/4. Vt., off. of asses.

117. (PAID TOWN ORDERS), 1900-1912. 13 bdles. Missing: 1913-15; discontinued in 1915 and replaced by Treasurer's (Paid) Vouchers, entry 120.
Paid town orders, giving order no., date, payee, purpose, amount, and signatures of selectmen. Not arr. or indexed. Hdw. on pr. forms. 6 x 6 x 3. Vt., fire house.

118. VOUCHER RECORD RECEIPTS, 1915--. 2 vols. Record begun in 1915, replacing (Treasurer's) Journal (of Receipts and Expenditures), entry 115.
Treasurer's record of receipts, giving date, receipt no. (entry 121), name of payer, account credited, and remarks; a monthly summary is also included, giving total amount of taxes received, other receipts, total vouchers paid (entry 120), and balance. Arr. chron. No index. Hdw. on pr. forms. 200 pp. 15 3/4 x 11 x 1¼. 1 vol., 1915-31, vt., off. of asses.; 1 vol., 1931--, safe, off. of tr. and t. col.

119. VOUCHER RECORD PAYMENTS, 1915--. 3 vols. Record begun in 1915, replacing (Treasurer's) Journal (of Receipts and Expenditures), entry 115.
Treasurer's record of vouchers paid (entry 120), giving date, voucher no., payee, account debited, amount, and remarks. Arr. chron. No index. Hdw. on pr. forms. 400 pp. 15 3/4 x 11 x 1 3/4. Vt., off. of asses.

120. TREASURER'S (Paid) VOUCHERS, 1915--. 13 file boxes, 2 bdles. Missing: 1918-25. Record begun in 1915, replacing (Paid Town Orders), entry 117.
Treasurer's copies of selectmen's vouchers, giving voucher no., date, amount, payee, purpose, and signatures of selectmen. Attached to these vouchers are the canceled checks which were issued for their payment. Arr. chron. No index. Hdw. and typed on pr. forms. File boxes aver. 11½ x 16 x 24½; bdles., 9 3/4 x 12 x 4. 13 file boxes, 1915-36, vt., off. of asses.; 2 bdles., 1937--, top of safe, off. of tr. and t. col.
Selectmen's copies of vouchers, 1915--, see entry 48. Canceled checks, 1900-1912, see entry 133.

121. (TREASURER'S RECEIPTS), 1915--. 20 bdles. Missing: 1921-23.
Treasurer's copies of receipts for money paid the town (except taxes), giving receipt no., date, amount, name of payer, account credited, and signature of treasurer. Arr. chron. No index. Hdw. on pr. forms. 10¼ x 4 x 3. Vt., off. of asses.

Taxes

122. (COLLECTOR'S TAX DEEDS), 1900--. 3 bdles. Missing: 1902-7, 1914-31.
Collector's original tax deeds to real estate sold for the town of Bar Harbor by the tax collector, 1900-1913, and county sheriff, 1914--, for delinquent taxes (filed with treasurer in accordance with Public Laws, 1844, ch. 123, sec. 12), stating amount and date of unpaid assessment, date and places of advertisement of tax sale, dates of notifications of owner and certification with town clerk, date and place of public auction, name of purchaser, certification of ownership, amount of payment, description of property, signatures of tax collector and witnesses, attestation of justice of peace, and record of receipt and registry in Hancock County registry of deeds. Arr. chron. Hdw. and typed on pr. forms. Bdles. aver. 8½ x 3½ x 2 3/4. 1 bdle., 1900-1901, vt., fire house; 1 bdle., 1908-13, vt., off. of asses.; 1 bdle., 1932--, safe, off. of tr. and t. col.

123. (TREASURER'S RECEIPTS TO TAX COLLECTOR), 1936--. 2 bdles.
Treasurer's copies of receipts given tax collector for taxes deposited in the

town treasury, showing receipt no., date, type and year of taxes deposited, amount, remarks, and signature of treasurer. Arr. chron. No index. Hdw. on pr. forms. 10½ x 8½ x ¼. Desk, off. of tr. and t. col.

Tax collector's copies of receipts, 1915--, see entry 105.

Notes and Bonds
(See also entries 115, 135, 137)

124. (Treasurer's) JOURNAL (of Notes and Bonds), 1899--. 3 vols. Missing: 1910-12.

Record of town bonds, 1899-1909, giving type and no. of bond, date of issue, amount of principal, interest rate, dates principal and interest due, name of bondholder, and date bond paid. Record of town notes, 1916--, giving no. and purpose of note, date of issue, name of noteholder, amount of principal, dates principal and interest due, amount of discount (if any), and remarks. The following miscellaneous records are also included: record of receipts from interest on delinquent taxes, sale of licenses and town property, and from state for state pensions, 1913-15; record of expenditures by the treasurer for office supplies, 1913-15; record of aid furnished indigent mothers, 1918. Arr. chron., with each type of record entered in separate sections of the vols. No index. Hdw. Vols. vary 40 - 289 pp. 14 x 8½ x ¼ - 17½ x 8¼ x 1. 2 vols., 1899-1909, vt., off. of asses.; 1 vol., 1913--, store room adjoining off. of tr. and t. col.

Record of notes, 1878-1901, see entry 115; 1878-1902, see entry 135; 1878-82, see entry 137. Record of bonds, 1929--, see entry 125. For other records of treasurer's receipts and expenditures, 1842--, see entries 115, 118, and 119.

125. PAYABLE (Town Notes and Bonds), 1929--. 1 vol. Record begun in 1929.

Record of town notes, giving information posted from records of notes listed in entry 124; record of town bonds, giving same information as in entry 124. Arr. chron. No index. Hdw. on pr. forms. 120 pp. 11 3/4 x 9 x ½. Safe, off. of tr. and t. col.

126. (PAID TOWN NOTES), 1901. 1 bdle. Missing: 1902-14; 1915-- in Bookkeeper's Vouchers, entry 48.

Paid town notes, giving date of issue, name of noteholder, date of maturity, interest rate, amount of principal, and signatures of selectmen and treasurer, Not arr. or indexed. Hdw. on pr. forms. 10 x 4 x 1/8. Vt., fire house.

127. (TREASURER'S BONDS), 1900, 1937. 2 bonds. 1907-- recorded in Town (Meeting) Records, Town of Bar Harbor, entry 1.

Original treasurers' bonds, giving names of bondsmen and principal, no., date, amount, and conditions of bond, date of expiration, notarization, signatures of bondsmen, principal, witnesses, and selectmen, and date of selectmen's approval. Not arr. or indexed. Typed on pr. forms. 10 x 3½. 1 bond, 1900, vt., fire house; 1 bond, 1937, safe, off. of tr. and t. col.

128. (Paid) REGISTERED BONDS, 1908-22. 4 vols.

Original bonds which were issued (and later paid) to raise money for the construction of town buildings, giving date and no. of bond, name of bondholder, amount of principal, rate of interest, date of maturity, and signatures of

selectmen and treasurer. Arr. chron. No index. Typed on pr. forms and pasted to pages with their respective stubs. 35 pp. 18½ x 9 3/4 x ½. Vt., off. of asses.

129. (PAID TOWN BONDS), 1912-29. 8 bdles. Missing: 1913-14, 1916-24, 1926-28. No bonds have been paid since 1929.
Paid town bonds, giving date, no. and purpose of bond, name of bondholder, amount of principal, interest rate, dates principal and interest due, and signatures of selectmen and treasurer. Arr. numerically by bond no. Pr. on pr. forms. Bdles. aver. 10¼ x 3 3/4 x 1½. Vt., off. of asses.

Bank Account

130. (BANK DEPOSIT SLIPS), 1930--. 27 vols.
Carbon copies of bank deposit slips, giving date, name of bank, amount of deposit in bills, specie, and checks, and total deposit. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 50 pp. 12 x 3¼ x ¼. 23 vols., 1930-33, store room adjoining off. of tr. and t. col.; 4 vols., 1936--, desk, off. of tr. and t. col.

131. (BANK DEPOSIT PASS BOOKS), 1930--. 2 vols.
Bank deposit pass books, giving name of bank, and date and amount of each deposit. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 30 pp. 7½ x 3½ x ¼. Safe, off. of tr. and t. col.

132. (Stubs of) CHECKS, 1936--. 12 vols. Prior records destroyed.
Stubs of checks issued by the treasurer for town expenses, giving check no., date, amount, payee, and purpose. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 100 pp. 11 3/4 x 7½ x 1 (4 vols. loose-leaf). Safe, off. of tr. and t. col.

133. (CANCELED CHECKS), 1900-1912. 13 bdles. Missing: 1913-14; 1915--filed with Treasurer's (Paid) Vouchers, entry 120.
Canceled checks returned from banks after payment, giving name of bank, check no., date, payee, amount, and signature of treasurer. Not arr. or indexed. Hdw. on pr. forms. 8 x 6 x 3. Vt., fire house.

134. (BANK STATEMENTS), 1900--. 14 bdles. Missing: 1913-35.
Monthly bank statements, giving name of bank, date of statement, amount and date of each deposit, no. and amount of each check drawn, total deposits and withdrawals, and balance on deposit. Arr. chron. No index. Hdw. on pr. forms. Bdles. aver. 10½ x 5 3/4 x 1 3/4. 13 bdles. 1900-1912, vt., fire house; 1 bdle., 1936--, off. of tr. and t. col.

Miscellaneous

135. (Treasurer's) LEDGER (of School District Accounts and Town Notes), 1861-1902. 1 vol.
Record of school district accounts including the following: annual amounts of school district taxes committed to tax collector for collection, 1861-81; account of receipts and expenditures for school districts, 1873-83, giving amount received from tax collector for receipts, and date, order no., payee, and amount for expenditures. Record of town notes, 1878-1902, giving date note issued, name of noteholder, date of maturity, interest rate, amount of

principal, and date and amount of interest paid. Arr. chron., with each type of record entered in a separate section of the vol. No index. Hdw. 300 pp. $10\frac{1}{4}$ x 8 x 1. Vt., off. of asses.

Record of town notes, 1878-1901, see entry 115; 1878-82, see entry 137; 1916--, see entry 124.

136. RECORD OF OUTSTANDING TOWN ORDERS, 1875-98. 2 vols. (1-2). Discontinued in 1899.

Treasurer's record of interest bearing town orders issued by the selectmen, giving date, payee, order no., amount, purpose, and date paid (occasionally). Instead of paying for these orders when issued, the town authorized the payees to hold them for a short term, at the end of which time the town paid the holders of the orders the amount due plus 6% interest. The practice was discontinued in 1899 when the town appropriated enough money to pay all outstanding orders of this type. Arr. chron. No index. Hdw. on pr. forms. 250 pp. 14 x $8\frac{1}{2}$ x 3/4. Vt., off. of asses.

137. EXPENSE BOOK OF SEWERS OF BAR HARBOR AND ROAD AROUND DUCK BROOK HILL, 1878-82. 1 vol.

Treasurer's copies of warrants, returns of warrants, and minutes of special town meetings called to appropriate funds for the construction and maintenance of town sewers; record of notes issued for the construction of sewers and the construction of Duck Brook Hill Road (1881-82), giving date of note, name of noteholder, amount of principal, interest rate, duration of note, and date of maturity; record of expenditures for sewers and for the above named road, giving date, order no., payee, and amount. Arr. chron., with each type of record entered in a separate section of the vol. No index. Hdw. 75 pp. $8\frac{1}{2}$ x 7 x 3/8. Vt., off. of asses.

Record of town notes, 1878-1901, see entry 115; 1878-1902, see entry 135; 1916--, see entry 124.

138. JOURNAL (Treasurer's Reports), 1883-97. 1 vol. Discontinued in 1898; 1885-- in Annual Report of the Municipal Officers of the Town of Bar Harbor, entry 37.

Treasurer's annual financial report, giving a summary of receipts, expenditures, and annual balance for each municipal year. In 1883 and 1884 these reports were read by the treasurer at the annual town meetings; from 1885-97 the material was used in compiling the treasurer's report in the printed town report, entry 37. Arr. chron. No index. Hdw. 720 pp. $13\frac{1}{2}$ x 9 x 1 7/8. Vt., off. of asses.

139. (TREASURER'S CORRESPONDENCE), 1932--. 2 file folders.

Miscellaneous correspondence received and copies of letters sent by the treasurer pertaining to municipal financial affairs. Arr. chron. No index. Hdw. and typed. $11\frac{1}{2}$ x $9\frac{1}{2}$ x 1. Store room adjoining off. of tr. and t. col.

VIII. AUDITOR

Bar Harbor's first town auditor was elected by the town meeting of 1882; but before the twentieth century the election was only occasionally repeated, and in the two years of 1887 and 1890 it was voted "that the selectmen by a committee to audit the accounts of the treasurer." (Town Meeting Records, vol. 3, p. 296; vol. 4, p. 225; vol. 5, p. 76.) The officer is now elected

regularly each year to serve in the year ensuing. His only record is the published statement of his audit which has appeared each year since 1896 in the annual report, see entry 37. The Maine laws do not specify the precise duties of town auditors although a town election of the officer by ballot is required by the Revised Statutes, 1930, ch. 5, secs. 12, 14.

IX. ROAD COMMISSIONER

Eden's first town meeting elected four surveyors of highways to superintend the construction and maintenance of town roads in the ensuing year. (Town Meeting Records, vol. 1, p. 4.) By 1869 the number of surveyors had increased to fifteen; but it was only eight years later that the town first tried electing, in place of the surveyors, one road commissioner for the entire town. (Ibid., vol. 3, p. 83.) In 1881 the office of highway surveyors was filled for the last time, and the only remaining records of highway district administration are in the assessors' records, entries 91 and 94; since 1882 a road commissioner has been chosen each year. (Ibid., p. 296.) Between 1914 and 1925 a three man board of road commissioners was in office, one man being elected each year for a three year term; in 1926 and 1927 the town instructed the selectmen to appoint the commissioner. (Ibid., vol. 10, pp. 293-294; vol. 12, pp. 193, 261.) In all other years the road commissioner has been elected in the town meeting for a one year term. In 1900 the town authorized its selectmen to employ a superintendent of sewers, but the sole mention of this office in later town meeting records is in the 1903 clerk's record of his administering the oath of office to a "Sewer Commissioner". (Ibid., vol, 7, p. 294.) That the office was filled, however, at least in the years 1901-4 and 1907-12 is indicated by the commissioner's annual report in the town report, see entry 37, From 1913 to the present, information on sewer construction and maintenance has been included in the road commissioner's report. The road commissioner's office is not primarily a record-keeping one; records of petitions for the laying out of roads, records of roads laid out by the selectmen and records of the town's approval of roads laid out are in the clerk's records, entries 1, 15, 33; selectmen's records of road finances are described in entries 37-46, and selectmen's road construction records are in entries 58-67. Since 1892, the road commissioner's annual report has has been published in the town report, see entry 37. For the state laws regulating town ways, see Revised Statutes, 1930, ch. 27, secs. 16-38, 50-54, 61-117, 132-134.

140. TIME BOOK, 1887--, 9 vols. Missing: 1888-1900, 1902-6, 1910-35.
Title varies: Weekly Time and Payroll; Weekly Time book.
Record of time worked by employees of town engaged in road construction, giving date, day of week, name of employee, no. of hours worked each day, total no. of hours worked during week, and amount of weekly earnings. Arr. chron. No index. Hdw. on pr. forms. Vols. vary 70 - 150 pp. 6 3/4 x 4 x $\frac{1}{2}$ - 13$\frac{1}{2}$ x 8$\frac{1}{2}$ x $\frac{1}{2}$. 4 vols., 1887-1909, vt., off. of asses.; 5 vols., 1934--, desk, off. of rd. com., Odd Fellows' Bldg.

141. (ROAD COMMISSIONER'S EXPENSE ACCOUNTS), 1931--. 1 vol.
Record of expenses for road, bridge, sewer, and drain construction, giving account name (payee), date purpose of expenditure (material, labor, machinery, etc.), and amount. Arr. chron. under account headings. Indexed alph. by account names. Hdw. on pr. forms. 200 pp. 12 x 10 x 2 (loose-leaf). Desk, off. of rd. com.

(next entry p. 120)

X. SCHOOL COMMITTEE

When Eden was set off from Mount Desert in 1796, it included six of the Mount Desert school districts already established in the meetings of that town; not until 1804 did the new town redefine the bounds of these districts. (Town Meeting Records, vol. 1, pp. 49, 50.) In 1808 the town raised $120.00 to build a school house and "Voted to Determon by Lot which Destrict Should buld the present Year and the Lot is as Follows No. 4 to buld in 1808. No. 5 to buld in 1809. No. 2 to buld in 1810. No. 1 to buld in 1811. . . . Voted Each Destrict Should Recue one hundred & twenty Dollers When it becomes Due agreeable to the foregoing Lot." (Ibid., p. 71.) The same meeting elected three men to settle with the treasurer for these district school expenses, and the office of town agent for school funds here established continued to be filled through 1933; after the abolition of school districts in 1886, the official acted only as a custodian of the notes issued by the defunct districts and finally discharged by the town in 1933. (Ibid., vol. 13, p. 158.) But it was not until 1822 that the first school agents and school committeemen were elected; it seems evident that before these first school officers were elected the selectmen supervised school affairs under the authority given them in chapter 19 of the Massachusetts Acts and Resolves, of 1789. Between 1822 and 1884, administration of school affairs within each district was a responsibility of school agents elected each year in the town meeting, or, more often at the end of this period, in district meetings; in 1886 the town in its annual meeting voted "to abolish the School Districts in and throughout the town." (Town Meeting Records, vol. 1, p. 220; vol. 4, p. 150.) Administration and coordination of school policies within the town as unit was delegated in this same period to a town school committee of three or five members annually elected, or between 1882 and 1893, to the one town superintendent of schools who was elected in place of the committee. (Ibid., vol. 1, p. 200; vol. 3, p. 295; vol. 5, p. 283.) From 1894 to the present, both offices have been annually filled, the superintendent being chosen by the committee since 1894. (Ibid., p. 383.) Currently, the superintendent serves both towns in union #97 and is elected by the school committees of Bar Harbor and Trenton meeting as a joint committee of the union; records of the joint committee meetings before 1927 are missing, but such a joint election was probably first made before July 1918, to meet the requirements of chapter 188 of the Public Laws of 1917 providing for "the Formation of Unions for the Employment of Superintendents of Schools"; for a further discussion of the duties and relationships of the school committee and superintendent see the discussion of school union #97 on pages 128 and 129. The school committee continues to be elected by the town meeting; since 1898 the term of committee members has been three years, one man being elected each year. (Ibid., vol. 6, p. 207.) Subject to the approval of the school committee, the school superintendent annually appoints Bar Harbor's truant officers. From the town's annual appropriation for physical education, the superintendent also engages the services of a Red Cross nurse from the local chapter of the Red Cross; the nurse is not appointed as a public official and makes no report to the town on her services; the appropriation for her work is paid directly to the treasurer of the local Red Cross. Annual reports of the school superintendent have been published in the town report since 1887, while the committee's report has appeared each year since 1895; see entry 37. For the Bar Harbor school records which are filed or recorded jointly with Trenton school records for union #97, see entries 180 to 188. Early records of school administration under the district system may be found in the town

clerk's record of district divisions and election of agents, entry 1; selectmen's and treasurer's records of district administration, entries 40, 51 and 135; and assessors' records of district valuations, entries 91 and 96.

Minutes and Reports
(See also entries 180, 181)

142. RECORD (of School Committee Meetings), 1894--. 5 vols. Missing: 1912-26.
Minutes of meetings of the Bar Harbor school committee, giving date and place of meeting, names of members present, business discussed and voted on, and signature of superintendent of schools. Arr. chron. No index. Hdw. Vols. vary 35 - 287 pp. $8\frac{1}{4}$ x 6 3/4 x 3/16 - $10\frac{1}{4}$ x 8 x 1. Off. of supt. of sch., Odd Fellows' Bdlg.

143. (ANNUAL REPORT OF THE SCHOOL COMMITTEE), 1924--. 11 file folders.
Draft copies of annual reports of the school committee containing an account of progress made by students and teachers the previous year and recommendations for the ensuing year. This information is used in compiling the school committee's report printed in the annual town report, entry 37. Arr. chron. No index. Hdw. and typed. 10 3/4 x $8\frac{1}{2}$ x $\frac{1}{4}$. File cabinet, off. of supt. of sch.

144. (ANNUAL REPORT OF THE PUBLIC SCHOOL SYSTEM), 1922--. 16 reports bound in 1 vol.
Copies of the superintendent of schools' annual report to the state department of education on Bar Harbor public schools containing information derived from elementary and secondary school registers (entries 154, 169) and giving the following data additionally: no. of students registered in urban and rural communities, no. of resident students in Bar Harbor public, private, and parochial schools, no. of resident students in private or parochial schools outside Bar Harbor; no. of persons of compulsory school age not attending s school regularly and no. of persons in that category excused from regular school attendance, no. of cases of truancy prosecuted; no. of students graduated from high school; names and ages of children of temporary residents for whom board or conveyance has been provided by the town, no. of miles temporary residents conveyed, no. of weeks they were in attendance at school, and total amount expended on them by the town; no. of full time teachers (male and female) ineelementary and secondary schoels, no. of part time teachers, total no. of teachers employed during year, average weekly and yearly salaries of teachers, and no. of teachers who attended summer school during year; no. of elementary and secondary schools and buildings maintained in urban and rural communities during the year, no. of classrooms in each building, no. of schools and buildings to which students were conveyed, no. of conveyance routes, no. of schools discontinued during year, no. of schools having school improvement leagues, parent-teacher associations, libraries of 25 volumes or more, and flags; no. of seats available, no. of buildings rented for use of schools, no. of buildings not in active use as schools, estimated value of public school property, and no. of new school buildings completed during year, with cost of building and equipping each; names of all teachers in elementary and secondary schools, their ages, salaries, experience, and training, names of schools where they teach, and no. of grades and pupils they teach; name and nature of each special school, names of all teachers in special schools, their ages, experience, training, and salary paid by the town; summary of special informa-

tion for adjustments of state aid to schools with aggregate attendance less than 150C days per year; report of special activities undertaken, including evening schools, kindergartens, abnormal and subnormal classes, music, drawing, penmanship, industrial arts, agriculture, home economics, and physical education; no. of school physicians and nurses employed during year, no. of hours they devoted to examination of pupils, and cost of employment of physician and nurse; list of private or parochial schools in the town; report of educational progress in the school system during the year; date and attestation of superintendent of schools. Arr. chron. No index. Hdw. and typed on pr. forms. 112 pp. 12 x 9 3/4 x 1 1/4 (loose-leaf). Off. of supt. of sch.

Finance
(See also entries 161, 162)

145. (SCHOOL ACCOUNT BOOK), 1898--. 6 vols. Missing: 1912-26.
Record of receipts and expenditures for the following Bar Harbor school accounts: text books, repairs, new buildings, superintendence, insurance, apparatus and equipment, industrial education (1927--), school transportation (1927--), medical inspection (1927--), and physical education. Receipts are shown for 1898-1911 only and give date, balance brought forward, amount appropriated by town, amounts received from the state, tuitions, donations, and incidentals, and total; expenditures give date, payee, purpose, amount, and total. Arr. chron. under account headings. Tables of contents show account names and p. nos., 1898-1911. Hdw. on pr. forms. Vols. aver. 134 pp. 15 x 11 x 5/8. 3 vols., 1898-1911, store room adjoining off. of tr. and t. col.; 3 vols., 1927--, off. of supt. of sch.
School district accounts, 1861-84, see entry 51.

146. BAR HARBOR TUITION ACCOUNT, 1926--. 2 vols.
Record of tuition paid by other towns for non-resident students attending Bar Harbor High School, giving name of town, name of student, date and amount of tuition paid, and date and amount of refund (if any). Arr. chron. under town name headings. No index. Hdw., 1926-33; hdw. on pr. forms, 1934--. Vols. aver. 34 pp. 9 1/2 x 7 1/2 x 3/8 (1 vol. loose-leaf). Off. of supt. of sch.

147. (TEACHERS' AND JANITORS' PAYROLLS), 1910--. 1 bdle. Missing: 1915-35.
Copies of teachers' and janitors' biweekly payrolls presented to the Bar Harbor selectmen for payment. Teachers' payrolls give date, name of teacher, no. of weeks worked, rate of pay, amount due, certification of superintendent of schools, and signature of teacher after receipt of payment; janitors' payrolls give date, name of janitor and school at which he is employed, no. of days worked, rate of pay, amount due, and certification of superintendent of schools. Arr. chron. No index. Typed on pr. forms. 13 1/2 x 8 1/4 x 1 1/8. Store room adjoining off. of tr. and t. col.
For selectmen's copies of payrolls, 1900-1912, see entry 44; 1915--, see entry 48.

148. (Unpaid) BILLS, 1937--. 1 file drawer.
Current bills for material, supplies, and labor for Bar Harbor schools, giving date, names of debtor (town) and creditor, description of material, supplies, or labor, cost of each item, and total amount due. After approval by the school committee, these bills are presented to the selectmen for payment.

Not arr. or indexed. Hdw. and typed on pr. forms. 10 3/4 x 10 x 16. File cabinet, off. of supt. of sch.

Paid school bills, 1915--, see entry 48.

Elementary Schools
(See also entry 178)

149. PUPIL'S REGISTER (of Enrollment), 1909-24. 10 vols. Discontinued in 1924 until 1933; 1933-- in (Pupil's Register of Enrollment), entry 150.

Principal's enrollment register of pupils in elementary schools, giving date of enrollment, grade to which student is admitted, name and age of student, names and address of parents, and name of teacher. Scholarship records, 1909-10, are also included, giving school year, grade, name of student, and ranks obtained in subjects specified. Arr. alph. by names of students and chron. by school years; enrollment and scholarship records entered in separate sections of the early vol., 1909-10. No index. Hdw. Vols. aver. 57 pp. 8 7/8 x 7 1/8 x 3/8. Desk, off. of prin., Emerson Grammar School, Ledgelawn Ave.

Scholarship records, 1914-26, see entry 151; 1927--, see entry 152.

150. (PUPIL'S REGISTER OF ENROLLMENT), 1933--. 1 file drawer. Record begun in 1933 after discontinuance since 1924; 1909-24 in Pupil's Register (of Enrollment), entry 149.

Principal's enrollment register of elementary school students, giving school year, name and birthdate of student, name of school to which student is admitted, date of entrance, name of school student previously attended (if any), date of last attendance at latter, names and address of parents or guardian, and age and grade each school year. Arr. alph. by names of students and chron. by school years. No index. Hdw. on mimeographed forms. 3¼ x 16¼ x 17¼. Table, off. of prin.

151. PROMOTION RECORD, 1914-26. 5 vols. Missing: 1911-13. Title varies: Heald and Emerson Schools Scholarship Records. 1909-10 in Pupil's Register (of Enrollment), entry 149; 1927-- in (Student's Record Cards), entry 152.

Principal's cumulative scholarship records of elementary school students, giving school year, grade, name of teacher, name and age of student, remarks on student's conduct and effort, and annual average rank in subjects taken; from 1917-26 the following information is given additionally: no. of days student absent during year, ranks obtained in each subject, date of promotion, and remarks. Arr. alph. by names of students and chron. by school years. No index. Hdw. Vols. aver. 48 pp. 8 3/8 x 6 1/8 x 3/8. Desk, off. of prin.

152. (STUDENTS' RECORD CARDS), 1927--. 1 file drawer. Missing: 1911-13. 1909-10 in Pupil's Register (of Enrollment), entry 149; 1914-26 in Promotion Record, entry 151.

Principal's cumulative scholarship records of elementary school students, giving name and birthdate of student, name of parent or guardian, date of student's admission to each grade, age at admission, ranks obtained each year in conduct, attendance, effort, and subjects specified, date of each promotion, annual average rank, and name of teacher each year. Arr. alph. by names of students. No index. Hdw. and hdw. on typed forms. 7 x 14 x 18½. File cabinet, off. of prin.

School Committee - Bar Harbor High School

BAR HARBOR
(entries 153-156)

153. TRACY'S SCHOOL RECORD (of Attendance), 1924--. 39 vols. Record begun in 1924.
Principal's cumulative record of attendance of elementary school students, giving name of teacher, grade, name of student, and days and dates present each week. Arr. alph. by names of students and chron. by school years. No index. Hdw. on pr. forms. 36 pp. 9 x 7¼ x 3/8. Off. of prin.
For other attendance records, see entries 151, 152, 154, 155.

154. TEACHER'S ELEMENTARY SCHOOL REGISTER, 1914--. 447 pamphlets. Missing 1921.
Annual record kept by Bar Harbor elementary school teachers for each school grade, giving name of pupil, grade preceding and current school years, and age September 1 of current year; daily record of tardiness, absence, and presence during term; total for each of three terms and for year, record of promotion or non-promotion at close of year, and remarks; term summaries giving name, address and weekly salary of teacher; dates of opening and closing of term and length in weeks; no. of pupils registered (boys, girls, and total); aggregate attendance of all pupils, average attendance, no. of instances of tardiness, dismissal, and truancy, and no. of pupils not absent one-half day; no. of pupils (boys, girls, and total) conveyed to school at town expense; nos. and dates of superintendent's and citizens' visits; no. of daily recitations and classes in all studies individually listed; dates of sight and hear-examinations, no. of pupils examined, no. found defective in either; summary of teacher's professional experience and training; teacher's certification of accuracy of record; yearly recapitulation of term summaries showing additionally distribution of enrollment by grades, no. of pupils in same grade more than one year, summary of school's physical capacity and equipment. Arr. alph. by names of students and chron. by terms. No index. Hdw. on pr. forms supplied by state department of education. 9 pp. 11½ x 9½ x 1/16. Off. of supt. of sch.

155. (RURAL ELEMENTARY ATTENDANCE AND SCHOLARSHIP RECORD), 1935--. 1 file folder.
Record of attendance and scholarship of students in rural elementary schools, giving school year, name and grade of student, name of teacher, room no., student's health, conduct, and scholarship each semester; daily record of attendance, no. of instances of presence, absence, and tardiness each month and semester; monthly rank in each subject, general scholarship, results of semester and special examinations, and final rank. Arr. chron. No index. Hdw. on pr. forms. 10 3/4 x 7 3/4 x 1. File cabinet, off. of supt. of sch.

Bar Harbor High School
(See also entry 146)

Minutes and Reports

156. RECORD (of Student Council Meetings), 1929--. 1 vol.
Minutes of the meetings of the Bar Harbor High School student council, giving date and place of meeting, officers elected, business discussed and voted on, and signature of secretary. Arr. chron. No index. Hdw. 200 pp. 14 x 8½ x 3/4. File cabinet, off. of prin., Bar Harbor High School, Cottage Street.

157. (RECORD OF CLASS MEETINGS), 1934--. 3 vols.
Minutes of Bar Harbor High School class meetings, giving date and place of meeting, members present, officers elected, business discussed and voted on, and signature of class secretary. There is one volume for each class graduating in the following years: 1938, 1939, and 1940. Arr. chron. No index. Hdw. 25 pp. $10\frac{1}{2}$ x $8\frac{1}{2}$ x 3/8 (loose-leaf). File cabinet, off. of prin.

158. TEACHERS' CURRICULUM REPORTS, 1931--. 1 file drawer. No reports made, 1935-36.
Teachers' quarterly curriculum reports to high school principal, giving name of subject, date of report, title of text book used in class, no. of pages and sections covered in class, general description of progress made, titles of supplementary text books used or projects undertaken, remarks, and signature of teacher. Filed alph. by names of teachers. Hdw. on pr. forms. 5 x 12 x 26. File cabinet, off. of prin.

159. TEACHERS' (Scholarship) REPORTS, 1934--. 6 file folders.
Teachers' quarterly scholarship reports to high school principal, giving date, name of pupil, class, names of subjects, rank in each, signature of teacher, and remarks. Minutes of teachers' meetings are also included, giving date and place, business discussed and voted on, and signature of secretary. Arr. chron. No index. Hdw. and hdw. on typed forms. 11 3/4 x $9\frac{1}{4}$ x $\frac{1}{4}$. File cabinet, off. of prin.

160. (Annual Report on) ASSEMBLY PROGRAMS, 1932--. 1 file folder.
Annual report to the high school principal from the director of assembly programs, giving date of report, no. of assemblies held during the year, types of programs given (inspirational, educational, and entertaining), classes represented, organizations represented (alumni, Boy Scouts, orchestra, student council, etc.), names of outside speakers, no. of student contributions, no. of individual students taking part in the programs, percent of school represented, and general quality of programs. Arr. chron. No index. Typed. 11 3/4 x $9\frac{1}{4}$ x $\frac{1}{4}$. File cabinet, off. of prin.

Finance (See also entries 145-148)

161. THRIFT (Record of Student Savings), 1932--. 1 file folder.
Record of high school student savings under the school banking system, giving date, room no., no. in the class, no. and percent of class having accounts, name of bank in which money is deposited, and amount. Arr. chron. No index. Typed. 11 3/4 x $9\frac{1}{4}$ x $\frac{1}{4}$. File cabinet, off. of prin.

162. TUITION STUDENTS, 1934--. 1 file folder.
Lists of Bar Harbor non-residents attending Bar Harbor High School and for whom tuition is paid by the towns in which they reside, giving date of list, name of student, class, names and address of parents, and name of town paying tuition. Arr. chron. No index. Typed. 11 3/4 x $9\frac{1}{4}$ x $\frac{1}{4}$. File cabinet, off. of prin.

Academic Records (See also entry 150)

163. WALKER'S READY REFERENCE REGISTER (of Attendance and Scholarship), BAR HARBOR HIGH SCHOOL, 1897-1908. 5 vols. Missing: 1909-10; 1911-- in (Scholarship and Attendance) Record of Former Pupils, entry 164.
Scholarship and attendance records of former Bar Harbor High School students,

giving name of student, subjects taken and ranks obtained, no. of diploma points earned (1897-1905), and date of graduation or promotion; from 1903-8 the following information is given additionally: year of class, general scholarship, deportment, general average, no. of instances of absence, dates of entrance and withdrawal, and no. of weeks of attendance. Arr. chron. Indexed alph. by names of students. Hdw., 1897-1905; hdw. on pr. forms, 1903-8. Vols. aver. 196 pp. 12 x 7 3/4 x 3/4. File cabinet, off. of prin.

164. (Attendance and Scholarship) RECORD OF FORMER PUPILS, 1911--. 1 file cabinet. Missing: 1909-10; 1897-1908 in Walker's Ready Reference Register (of Attendance and Scholarship), Bar Harbor High School, entry 163.

Cumulative scholarship and attendance records of former Bar Harbor High School students, giving name of student, school year, no. of instances of absence, tardiness, and dismissal each quarter (semester, 1934--) during the four years of high school attendance, aggregate attendance each year, quarterly (semester, 1934--) rank in each subject, no. of diploma points earned, no. of previous points earned, total no. of points earned, date of graduation, and name of course. From 1934-- the following information is given additionally: sex, race, birthplace and birthdate of student, name of school attended prior to admission into high school, date of admission, age at admission, class, name of adviser, name and address of parent or guardian, date of graduation, rank at graduation, no. in college class, date and reason for discharge (if student was expelled), traits of student, his or her general health condition, physical defects (if any), no. of brothers and sisters, whether student intends to graduate (reason, if not), educational plans after graduation, college selected, course, and vocational preference of student and parent. The following records are also included, 1934--: extra-curricular record, absence readmission, transfer, and dismissal slips, and Otis tests; these records are transferred from files listed in entry 165 at student's graduation. Arr. alph. by name of student. No index. Hdw. on pr. forms. 52 x 12$\frac{1}{4}$ x 27. Off. of prin.

165. UNDERGRADUATING ENVELOPE FILES (of Enrollment, Attendance, and Activities), 1933--. 2 file drawers. Record begun in 1933.

File consisting of one envelope for each Bar Harbor High School student and containing the following records: Enrollment blank and study schedule, giving date of enrollment, name, residence, sex, birthplace, birthdate, and age of student September 1, name of school last attended, amount of tuition paid (if student is non-resident of Bar Harbor), name, residence, telephone no., and occupation of parent; athletic, club, musical, and religious interests of student; course of study; study period schedule for each day of week, and remarks. Daily program, giving class, date, room no., period, and subject to be taken each period daily throughout the week. Extra-curricular record, giving types of school organizations of which student is a member, athletic activities, official positions held in extra-curricular activities, terms in which student was on honor roll, rank, and name of student. Absence readmission slips, giving name of student, statement of permission for readmission, no. of days absent, inclusive dates of absence, reason for absence, assignment schedule for making up lost time, teacher's approval, signature of high school principal, and date. Transfer slips, giving name of student, no. of room and seat from which and to which student is transferred, date, and name of high school principal. Dismissal permission slips, giving name of student, time and date of dismissal, reason, and signature of teacher. Assignment to

study hall slips, giving name of student, date, reason for assignment, time, and signature of teacher. Otis self-administering tests of mental ability, giving name, age birthday, and class of student, name and address of school, date of examination, instructions for taking test, and questions with student's answers. Cumulative scholarship and attendance records kept during student's attendance at high school and transferred at graduation (or discharge) to file listed in entry 164. Envelopes filed alph. by names of students. No index. Hdw. on mimeographed forms, except Otis tests, which are hdw. on pr. forms. 12 x 12 x 26. File cabinet, off. of prin.

166. EXAMINATIONS, 1932--. 17 file folders.
Copies of examinations given Bar Harbor High School students in the following subjects: bookkeeping, civics, commercial arithmetic, English, filing, French, geography, guidance, history, home economics, Latin, law, manual training, mathematics, stenography, and science. Arr. chron. according to subjects. No index. Typed. 11 3/4 x 9¼ x ¼. File cabinet, off. of prin.

167. OUTSIDE READING, 1933--. ½ file drawer.
Record of outside reading done by Bar Harbor High School students, giving name and class of sutdent, date book read, name of book, and no. of diploma points earned. Arr. chron. No index. Hdw. and typed on pr. forms. 5 x 12 x 13. File cabinet, off. of prin.

168. ATTENDANCE DAILY, 1933--. ½ file drawer.
Teachers' daily reports to principal of student attendance in Bar Harbor High School, giving room no., date, names of students absent during the morning and afternoon sessions, reason for absence, and signature of teacher. Arr. chron. No index. Hdw. on mimeographed forms. 5 x 12 x 13. File cabinet, off. of prin.

169. SECONDARY SCHOOL REGISTER, 1915--. 160 pamphlets. Missing: 1921.
Annual record kept by Bar Harbor high school principal, giving no., name, grade, and age of pupil September 1 of current school year; daily record of tardiness, absence, and presence during term; total for each of three terms for year, and remarks; term summary showing dates of opening and closing of term and length in weeks, no. of pupils (boys, girls, and total) registered, aggregate attendance of all pupils, average attendance, no. of instances of tardiness and dismissal, no. of pupils not absent for any session, no. conveyed to school at town expense, no. and dates of superintendent's and citizen's visits, no. of periods in daily program, statement of sight and hearing examinations made, no. of pupils examined and no. defective in either, princertification of accuracy of record; yearly summary recapitulating and totalling term summaries and showing additionally: no. of resident and non-resident pupils (boys, girls, and total), nos. previously registered during year in (a) other schools in town (b) schools in other towns (c) no school; aggregate attendance of non-resident pupils; seating capacity of school; nos. of boys and girls enrolled in specified classes and courses, no. graduated, no. of pupils taking subjects listed; no. of teaching positions filled by males, females, and total; no. of individuals employed as teachers (males, females, and total), average weekly wage of teachers of each sex; statement of proportion of principal's time spent outside his own classes in supervision and inspection; statement as to whether all pupils in school qualified as required and whether any were admitted or excluded for reason other than fitness or

unfitness in scholarship; and statement as to adequacy of school equipment. Arr. alph. by names of students and chron. by terms. No index. Hdw. on pr. forms supplied by state department of education. 9 pp. 11½ x 9½ x 1/16. Off. of supt. of sch.

Athletics

170. ATHLETIC EXTRA-CURRICULAR ACTIVITY, 1930--. 1 file drawer.
Miscellaneous file pertaining to Bar Harbor High School athletics: parent's consent directed to athletic instructor allowing student to participate in athletic contests, giving name of student, class, name of sport for which consent is given, signature of parent, and list of equipment furnished student for which parent is responsible; physician's certificate and parent's consent (for school committee), giving name of student, statement of physical fitness, signature of physician making examination, signature of parent, and summary of school committee rules governing participation in athletics; report to high school principal of extra-curricular activities, giving type, date, and place of contest, names of participants, and signatures of sponsor and manager. Arr. chron. No index. Hdw. on pr. forms. 5 x 12 x 26. File cabinet, off. of prin.

171. (CONTRACTS FOR ATHLETIC CONTESTS), 1937--. 1 file folder. Destroyed annually.
Contracts between Bar Harbor High School and other high schools pertaining to athletic contests, giving names of contracting parties, type of contest, place and date of first and second games, amount of guarantee, conditions of contract, signatures of principals and team managers of contracting high schools, and date of contract. Arr. chron. No index. Hdw. on pr. forms. 11 3/4 x 9¼ x 1/8. File cabinet, off. of prin.

Miscellaneous

172. CLASS ROLLS, 1935--. 1 file folder.
Lists of all students in each class of Bar Harbor High School, giving date of list, and names of students. Arr. chron., with separate lists for boys and girls. No index. Typed. 11 3/4 x 9¼ x ¼. File cabinet, off. of prin.

173. (RECORD OF MEDICAL EXAMINATIONS), 1929--. 1 file drawer.
Cumulative record of medical examinations given students of Bar Harbor High School, showing names of town and school, name, address, birthdate, birthplace, and sex of student; names, birthplaces, and occupations of parents (or guardian); no. of children in family; grade of student at time of examination, date of examination; physical characteristics and condition of student; classification of student's nutrition and health habits, physical defects, conduct, and school attendance; results of physician's examination and nurse's inspection; note indicating whether parent was present at examination; no. and kind of diseases contracted and immunization tests given; diseases (if contagious) of near relatives; remarks giving no. of follow-up visits and date of each. Arr. alph. by names of students. No index. Hdw. on pr. forms. 5½ x 8 3/4 x 18. File cabinet, off. of prin.

174. TYPICAL STUDENTS, 1932--. 1 file folder.
Ballots cast for the "typical student" in each high school class; each ballot contains the names of the students nominated and the no. of votes each re-

ceived from the individual voting in scholarship, service, leadership, character, loyalty, ability to make friends, attitude toward criticism, extracurricular interests, conduct in and out of school, and voluntary assistance. Filed with the ballots is a summary for each class, giving date, name of the leading student in the class, and the total no. of votes he or she received. Arr. chron. No index. Hdw. on mimeographed forms. 11 3/4 x 9¼ x ¼. File cabinet, off. of prin.

175. SCHEDULE OF DAILY RECITATIONS, 1935--. 1 file folder.
Teachers' daily schedules, giving school year, name of teacher, room no., and name of subject to be taught each specified period daily. Arr. chron. No index. Hdw. 11 3/4 x 9¼ x ¼. File cabinet, off. of prin.

Miscellaneous

176. (BAR HARBOR SCHOOL CENSUS), 1917--. 1 bdle.
Annual census lists of students between ages of 5 and 21 enrolled in Bar Harbor schools, giving date of list, name and age of each student, and total no. enrolled. Arr. alph. by names of students. Hdw. and typed. 15 x 8½ x 1 3/4. File cabinet, off. of supt. of sch.

School district census, 1854-60, see entry 40; 1875-82, see entry 51.

177. (STUDENT HEALTH DEFECTS), 1926--. 1 bdle. Missing: 1929, 1931.
Annual lists of physically defective students in Bar Harbor schools, giving date of list, name and age of student, nature of defect, and names and address of parents (or guardian). Arr. chron. No index. Hdw. and typed (generally on pr. forms). 14 x 8½ x 1/8. File cabinet, off. of supt. of sch.

178. TEACHERS' PROGRAMS, 1924--. 1 file drawer.
Daily schedules of Bar Harbor elementary school teachers, giving name of school, grade, school year, name of teacher, and name of subject to be taught each specified period daily. Not arr. or indexed. Hdw. on pr. forms. 10 3/4 x 10 x 16. File cabinet, off. of supt. of sch.

179. (TRANSPORTATION CONTRACTS), 1936--. 1 bdle.
Contracts between the school committee and private concerns for supplying transportation facilities to Bar Harbor school students, giving place and date of contract, names of contracting parties, terms and conditions, and signatures of contracting parties and witnesses. Not arr. or indexed. Typed. 9 x 4 x 1/8. File cabinet, off. of supt. of sch.

XI. SCHOOL UNION #97

By the act "to Provide for the Formation of Unions for the employment of Superintendents of Schools", it became the duty of the state superintendent of schools, on or before January 1, 1918, to combine all towns in the state into school supervisory unions. (Public Laws, 1917, ch. 188, sec. 1.) It was under the authority of this act that the towns of Bar Harbor and Trenton became union #97; because the early correspondence of the union and the first union committee meeting records are not available, the date and conditions under which the union was organized can only be traced generally in a summary of the act itself. Unions formed under its provisions became effective July 1, 1918; their structure and purpose was outlined as follows:

School Union #97 BAR HARBOR

(next entry p. 130)

Any school supervisory union formed under the provisions of this section shall include not less than thirty nor more than fifty schools unless the state superintendent of public schools shall find . . . it is to the advantage of the state and of said towns that a union shall include fewer than thirty or more than fifty schools.

The superintending school committees of the towns composing a union shall form a joint committee, . . . held to be the agents of each town composing the union. . . . Said joint committee . . . shall meet before the first day of July, nineteen hundred eighteen, and in June annually thereafter, at a day and place agreed upon by the chairman of the committees of the several towns. . . . Said joint committee shall determine the relative amount of service to be performed by the superintendent in each town, including the minimum number of visits to be made each term to each school, fix his salary, apportion the amounts thereof to be paid by the several towns, which amounts shall be certified to the treasurers of said towns, respectively, and to the state superintendent of public schools, together with the amounts apportioned to each town. Said joint committee, at the time of its organization, or as soon thereafter as possible, and whenever a vacancy shall occur, shall choose by ballot a superintendent of schools for a term of not less than one year nor more than five years. . . .

The chairman and secretary of said joint committee shall, upon the election of a superintendent of schools . . . certify under oath to the state superintendent of public schools . . . all facts relative to said union and employment of a superintendent. . . . Upon approval of said certificate the superintendent . . . shall, on presentation of proper vouchers, receive monthly out of the sum appropriated for superintendence of towns composing school unions a sum equal to twice the aggregate sum paid by the towns composing the union. . . .

Persons employed to serve as superintendents of schools shall hold state certificates of superintendence grade which shall be issued under such regulation as may be prescribed by the state superintendent of public schools; they shall devote their entire time to superintendence in the towns composing the union. . . . (Public Laws, 1917, ch. 188, secs. 2-3, 6.

The powers and duties of the union superintendent of schools and his responsibilities to the school committee are specifically detailed in the statute. In brief, the requirements are that the superintendent act ex officio as secretary of the superintending school committee recording its votes, orders and proceedings; that he place all orders for materials and supplies and see to their seasonable distribution; that he keep a faithful and accurate account of school finances reporting "at least once each term in writing to each of the several committees of the supervisory union"; that he visit each school as often as the joint committee require, reporting in writing on the conditions of schools to the town at its annual meeting; that he nominate all teachers ". . . and upon the approval of nominations by said committee he . . . employ teachers so nominated and approved"; that he direct and supervise the work of all teachers and select text books and supplies

(subject to the school committee's approval); and, finally, that he "enforce or cause to enforced all regulations of the superintending school committee." (Public Laws, 1917, ch. 188, sec. 7.)

Minutes and Reports

180. (RECORD OF JOINT COMMITTEE MEETINGS, SCHOOL UNION #97), 1927--. 1 vol.
Minutes of the joint school committee meetings of the towns comprising school union #97, giving date and place of meeting, members present, business discussed and voted on, and signature of secretary. Generally these meetings are held to elect a union superintendent. Arr. chron. No index. Hdw. 47 pp. 8¼ x 6 3/4 x 3/16. Off. of supt. of sch.

181. STATE REPORTS, 1914--. 3 file drawers.
Copies of the following annual reports sent to the state department of education by the superintendent of schools: fiscal report of school receipts and expenditures; report of annual town appropriations; special report on expenditures of equalization fund; special report of expenditures for high school or academy maintenance for determination of legal tuition charge; report on tuition paid for students in secondary schools; statement of disbursements of travel and miscellaneous expenses of union superintendent; report of teachers employed; report on teachers who are members of the Teachers' Retirement Association; report of deductions made from salaries of teachers who are members of the Teachers' Retirement Association; report on school building survey; report of proposed classification and program of studies for high school or academy; applications for approval of courses in physical education; application for approval of special courses; report of diseases found in schools. Arr. chron. No index. Hdw. on pr. forms. 10 3/4 x 10 x 16. File cabinet, off. of supt. of sch.

Teachers

182. (TEACHERS' APPLICATIONS), 1921--. 2 file drawers.
Applications for teaching positions in school union #97, giving date of application, name and address of applicant, position desired, subjects studied and taught, references, record of applicant's character, integrity, personal habits, etc., educational preparation, teaching experience, and signature of applicant. Arr. chron. No index. Hdw. on pr. forms. Drawers aver. 8 3/8 x 12 x 24½. File cabinet, off. of supt. of sch.

183. (CONFIDENTIAL REFERENCE REPORTS), 1930--. 2 file folders.
Reports to superintendent of schools from persons given as references by applicants for teaching positions, showing date, qualities, habits, peculiarities, and defects of applicant, work for which applicant is best adapted, opportunity person making report has had to judge applicant's ability, remarks, and signature and position of person supplying information. Arr. chron. No index. Hdw. and typed on pr. forms. 10 3/4 x 8½ x ½. File cabinet, off. of supt. of sch.

184. (Teachers') CONTRACTS, 1936--. 1 file drawer.
Teachers' contracts for school union #97, giving date and place of contract, name of teacher, conditions, amount of salary, period of contract, signature

of teacher, and approval of school committee of town in which teacher is to be employed. Not arr. or indexed. Hdw. on pr. forms. 10 3/4 x 10 x 16. File cabinet, off. of supt. of sch.

185. (RECORD OF TEACHERS EMPLOYED), 1925--. 1 file box.
Superintendent's cumulative record of teachers in school union #97, giving name, address, and birthdate of teacher, education, professional training, types of state certificates held, dates of issuance and renewal of certificates, teacher's experience (including no. of weeks of previous service), salary received previously, name of town in which teacher previously worked, and remarks. Arr. alph. by names of teachers. No index. Hdw. and typed on pr. forms. 4¼ x 6½ x 8 3/8. Off. of supt. of sch.

Miscellaneous

186. (CONTRACTORS' BIDS), 1920--. 8 envelopes.
Bids submitted to the school committees of school union #97 for building construction and supplies, giving date of bid, conditions and amount of bid, and signature of contractor. Not arr. or indexed. Hdw. and typed. 13 x 9 3/4 x 3/16. File cabinet, off. of supt. of sch.

187. (LIABILITY INSURANCE POLICIES), 1936--. 1 bdle.
Automobile liability insurance policies covering school busses and drivers. Not arr. or indexed. Typed on pr. forms. 8 3/4 x 3 3/4 x ½. File cabinet, off. of supt. of sch.

188. CORRESPONDENCE, 1931--. 5 file folders.
Correspondence received and copies of letters sent by the superintendent of schools pertaining to the administration of schools in union #97. Arr. chron. No index. Hdw. and typed. 10 3/4 x 8½ x 2. File cabinet, off. of supt. of sch.

XII. TRUANT OFFICERS

The first mention of truant officers in Bar Harbor is in the record of the selectmen's appointment of one officer in 1888. (Town Meeting Records, vol. 4, p. 391.) In the next twenty years the officers were usually elected at town meeting rather than appointed by the selectmen, but in 1907 the selection of the officer was left to the school committee and the selectmen; since 1914 the school committee alone has made the appointment. (Ibid., vol. 8, p. 274; vol. 10, p. 307.) The term for which the truant officers serve is one year only; the number of officers varies from year to year; it has ranged the past between one and nine and is currently five. (Ibid., vol. 13, pp. 402, 406, 409, 415.) The truant officers keep no records, but for the period between 1899 and 1905 they did submit an annual report which was published in the town report, see entry 37. The duties of the officers in enforcing the compulsory education laws are specified in Revised Statutes, 1930, ch. 17, sec. 79.

XIII. HEALTH OFFICER

Eden's first board of health was elected when the town meeting of 1879 chose three men to serve in the year following. (Town Meeting Records, vol. 3, p. 141.) In 1887, the term of office and the method of selection was

changed when the selectmen first appointed three board members, one to serve one year and one each to serve two and three years; one replacement for a three year was thereafter appointed each year. (Town Meeting Records, vol. 4, p. 288.) The last appointment to the board made in this manner was in 1920; when the officer's three year term expired in 1923, one man was appointed for a one year term in 1923-24; in the year following, one man was appointed for a three year term. (Ibid., vol. 11, p. 226; vol. 12, pp. 40, 132.) The transition from the original three man board to the modern one man office was thus simply effected; one health officer continues to be appointed every three years in Bar Harbor for a three year term. Supplementary public health services are provided through the town's appropriation for physical education; this sum is annually transmitted to the local Red Cross chapter from which the superintendent of schools engages a nurse for school service, see page 119. Since 1932, the health officer has appointed a town plumbing inspector, with the approval of the state commissioner of public health. The general duties of the health officer are outlined in Revised Statutes, 1930, ch. 22, secs. 8, 10. For the annual reports of the board of health (1901-25) and the health officer (1926--), see entry 37.

Diseases and Nuisances

189. RECORD OF DANGEROUS DISEASES, 1930--. 2 vols.
Record of dangerous diseases reported to the health officer, giving no., date notice received, date illness began, name of disease, name, age, school or occupation, and address of patient, name of person reporting disease, disposition of case, dates isolation or quarantine began and ended, report on milk supply and laboratory analysis, and remarks. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 14½ x 13½ x 3/4. Off. of health officer, Odd Fellows' Bdlg.

190. (RECORD OF COMPLAINTS), 1933--. 7 vols. Record begun in 1933.
Record of complaints against unsanitary conditions and nuisances registered with the health officer, giving date and no., name and address of person against whom complaint is made, result of health officer's investigation of complaint, recommendations, and signature of health officer. Arr. chron. No index. Hdw. on pr. forms. 40 pp. 8½ x 5½ x ¼. File cabinet, off. of health officer.

191. CONDEMNATION NOTICES, 1935--. 1 file folder.
Copies of notices condemning unsanitary premises, giving date of notice, name of person to whom notice is served, description and address of premises condemned, reasons for condemnation, signature of health officer, and remarks. Not arr. or indexed. Hdw. on typed forms. 11 3/4 x 8 3/4 x 1/8. File cabinet, off. of health officer.

192. MORBIDITY REPORTS, STATE DEPARTMENT OF HEALTH, 1934--. 1 file folder.
Weekly bulletins issued by the United States Public Health Service in cooperation with the state department of health and welfare, giving date of bulletin, and no. of communicable diseases in each town and city of the state as of that date. Arr. alph. by names of diseases and filed chron. No index. Typed. 14½ x 9 x 1½. File cabinet, off. of health officer.

School Health
(See also entries 173, 177)

193. S. E. LEDGER (Record of Immunization Tests), 1930--. 1 vol.
Cumulative record of immunization tests given school students, showing name of student, dates of successive vaccinations, inoculations, and Schick tests administered, and reactions. Arr. and indexed alph. by names of students. Hdw. on pr. forms. 372 pp. 14 x 9 x $1\frac{1}{4}$. Off. of health officer.

194. DIPHTHERIA IMMUNIZATION RECORD, 1932-33. 1 file drawer. Discontinued in 1934 and replaced by (Record of Immunization Tests), entry 196.
Record of Schick tests administered to school students, giving name and residence of student, name of school, date of test, and student's reaction. Arr. alph. by names of students. No index. Typed on pr. forms. $5\frac{1}{2}$ x $13\frac{1}{2}$ x $27\frac{1}{2}$. File cabinet, off. of health officer.

195. SMALLPOX IMMUNIZATION RECORD, 1932-34. 1 file drawer. Discontinued in 1934 and replaced by (Record of Immunization Tests), entry 196.
Cumulative record of smallpox vaccinations given school students, showing name, residence, and age of student, name of school, and dates and results of each successive vaccination. Arr. alph. by names of students. No index. Typed on pr. forms. $5\frac{1}{2}$ x $13\frac{1}{2}$ x $27\frac{1}{2}$. File cabinet, off. of health officer.

196. (RECORD OF IMMUNIZATION TESTS), 1937--. 21 bdles. Destroyed annually after being recorded in S. E. Ledger (Record of Immunization Tests), entry 193.
Card file of immunization tests given school students, showing name of student, name of school, type of immunization test given, and reactions. Not arr. or indexed. Typed on pr. forms. 3 x 5 x $\frac{1}{2}$. Table, off. of health officer.

197. TUBERCULIN SKIN TESTS, 1930--. 1 file drawer, 1 file folder. Title varies: Tuberculin Tests.
Record of tuberculin skin tests administered to school students, giving name of student, name of school (1930-34), date of test, and student's reaction. Arr. alph. by names of students. No index. Typed and hdw. on typed cards. File drawer, $5\frac{1}{2}$ x $13\frac{1}{2}$ x $27\frac{1}{2}$; file folder, 11 3/4 x $9\frac{1}{2}$ x $\frac{1}{4}$. File cabinet, off. of health officer.

198. REST AND NUTRITION CLASSES, 1932. 1 file folder. Although these classes are still held, no other record of them has been kept.
Lists of students who attended rest and nutrition classes, giving date of list, name of student, and amount of increase or decrease in student's weight each month. Not arr. or indexed. Hdw. 11 3/4 x $9\frac{1}{2}$ x $\frac{1}{4}$. File cabinet, off. of health officer.

Laboratory Analyses
(See also entry 189)

199. (Reports of) WATER (Analyses), 1930--. 2 file folders.
Reports to Bar Harbor health officer from state department of health, division of sanitary engineering, containing analyses of water samples taken from various sources in Bar Harbor, giving bottle and serial nos., source of sample,

date of collection, date analysis begun, result of analyses (amount of sediment, nitrogen content, degree of hardness, acidity, bacteria per cubic centimeter at different temperatures, etc.), and name of the director, division of sanitary entineering. Arr. chron. No index. Typed on pr. forms. 11 3/4 x 8½ x ¼. File cabinet, off. of health officer.

200. BACTERIOLOGICAL ANALYSES, 1934--. 1 file folder.
Copies of bacteriological analysis reports made by state laboratory of hygiene to Bar Harbor health officer, giving date and type of analysis, name and address of physician requesting analysis, name, address, sex, age, and marital status of patient, source of material from which analysis is made, physician's diagnosis of case, date material received at laboratory, result of analysis, name of laboratory director, and amount of laboratory fee. Copies of these reports are sent also to the physicians who requested the analysis for their patients. Arr. chron. No index. Typed on pr. forms. 11 3/4 x 8½ x ¼. File cabinet, off. of health officer.

201. MILK ANALYSES, 1934--. 1 file folder.
Record of analyses made of milk produced or sold in Bar Harbor, giving date, no., name of dealer or producer, amount of bacteria and sediment per cubic centimeter, percentage of butter fat and total solids, and remarks. These analyses are made either by the Bar Harbor health officer of a state department of health analyst. Arr. chron. No index. Typed on pr. forms. 14½ x 9 x 3/4. File cabinet, off. of health officer.

Miscellaneous

202. BUDGETS (Appropriations, Expenditures, and Reports), 1931--. 1 file folder.
Health officer's annual budget estimates for ensuing year together with selectmen's summaries of annual budget preceding, used as a base. Also included are draft copies of health officer's annual reports submitted to selectmen for publication in the annual town reports, see entry 37. Not arr. or indexed. Typed. 12 x 9 x ¼. File cabinet, off. of health officer.

203. (Inspection of) MATERNITY HOSPITALS, 1934--. 1 file folder.
Record of inspection of maternity hospitals, giving name of hospital, names of owner, superintendent, or manager, condition of water supply, drainage and disposal facilities, wards, and delivery room, capacity of hospital, type of personnel, officer's recommendations on granting license, date of inspection, and signature of health officer. These inspections are made by the health officer upon the order of the state department of health before operators of maternity hospitals may be granted licenses by the state. Not arr. or indexed. Typed on typed forms. 11 3/4 x 9 x 1/8. File cabinet, off. of health officer.

204. (RECORD OF MILK LICENSES), 1934--. 30 cards.
Health Officer's record of milk licenses issued by the state dairy inspectors, giving name and address of person or firm selling milk, volume produced for sale, and date of license. Not arr. or indexed. Hdw. on pr. forms. 3 x 5. File cabinet, off. of health officer.

205. TALKS ON PUBLIC HEALTH, 1933--. 1 file folder.
Health lectures given by the health officer to school students, the Boy Scouts, and various clubs. Not arr. or indexed. Typed. 11 3/4 x 9 x ¼. File cabinet, off. of health officer.

206. (Health Officer's) CORRESPONDENCE, 1930--. 1 file drawer. Correspondence received and copies of letters sent by the health officer. Arr. chron. in folders filed alph. by names of addressees. No index. Hdw. and typed. 11¼ x 12 3/4 x 27. File cabinet, off. of health officer.

XIV. PLUMBING INSPECTOR

In 1931, the Bar Harbor town meeting voted to adopt the health officer's plumbing ordinance requiring the appointment of a town plumbing inspector. (Town Meeting Records, vol. 13, p. 43.) Since that year the health officer has annually appointed one plumbing inspector for a one year term; the appointment is referred to the state commissioner of health for approval, and except for the commissioner's correspondence approving the local health officer's nominations, there is no town record of these appointments. For the state law outlining the responsibilities of the inspector's office, see Revised Statutes, 1930, ch. 22, secs. 118-124; despite the provision of section 122 in regard to the making of annual reports, no report for the plumbing inspector appears in the published town report.

207. (APPLICATIONS FOR PERMITS TO INSTALL PLUMBING), 1932-June 6, 1937. 35 papers in 1 bdle. Discontinued on June 6, 1937 and replaced by (Permits to Install Plumbing and Certificates of Inspection), entry 208.

Copies of applications for permits to install plumbing, giving date and no. of application, name of purchaser of plumbing, address of building in which plumbing is to be installed, description of plumbing, and signature of applicant (plumber). Until June 6, 1937, permits were issued verbally and although the plumbing inspector examined the work done, no written certificate of inspection was issued. These applications were made out in duplicate, one copy for the state department of health, division of sanitary engineering, and one copy for the plumbing inspector. Arr. chron. No index. Hdw. on pr. forms. Papers, 4¼ x 5 3/8; bdle., 5½ x 4½ x 1½. File cabinet, off. of health officer.

208. (PERMITS TO INSTALL PLUMBING AND CERTIFICATES OF INSPECTION), June 7, 1937--. 18 papers in 1 bdle. Record begun on June 7, 1937, replacing (Applications for Permits to Install Plumbing), entry 207.

Copies of permits to install plumbing, giving date and no. of permit, name of person to whom permit is issued (plumber), address of building in which plumbing is to be installed, name of purchaser of plumbing, description of plumbing, signature of plumbing inspector, and amount of fee. Copies of certificates of inspection, giving no. and date of certificate, address of building in which plumbing was installed, name of purchaser of plumbing, date permit issued, statement that plumbing has been installed according to state regulations, signature of plumbing inspector, and amount of fee. No written applications for permits have been necessary since June 7, 1937. These permits and certificates are made out in triplicate, one copy for the state department of health, division of sanitary engineering, one copy for the plumbing inspector, and one copy for the plumber. Arr. chron. No index. Hdw. on pr. forms. Papers, 4 x 5 3/8; bdle., 5½ x 4½ x 1½. File cabinet, off. of health officer.

XV. FIRE DEPARTMENT

The Bar Harbor fire department, like the departments in many other Maine towns of the same size and age, is a hybrid, partly municipal and partly

social in its origin and present organization. The earliest provision for fire-fighting in Eden was in the town meeting vote on article 40 of the 1881 annual meeting: "To see what action the town will take towards furnishing a suitable Fire Engine, Hose and Reservoir for the use of Bar Harbor." (Town Meeting Records, vol. 3, 227.) The town's three-fold action enabled the selectmen to provide a fire department, authorized the town treasurer's borrowing $3000.00 in installments as the selectmen required to finance the department, and set up a three man committee to supervise the purchase of an engine. (Ibid., p. 232.) It was one of the members of this committee who organized in October 1881, the F. Rodick Engine Company, a group of volunteer firemen with their own constitution, by-laws, and elected membership; a second company, the W. M. Roberts Hook and Ladder Company, was organized in April 1891, and adopted the same constitution as the earlier company. Neither company was a town agency, but the responsibilities of both in relation to the town were outlined in the 1891 meeting's action on article 19 of its warrant: "To see if the town will vote to adopt an ordinance providing for the election of a Chief Engineer of the Fire Department, prescribing rules and regulations for the care and management of the apparatus of such Fire Department, for the employment and compensation of men, prescribing their style, rank, powers and duties and for the appointment or election of officers to govern them when on duty and take charge of such apparatus." (Ibid., vol. 5, p. 157.) The town approved a seventeen section ordinance drawn up for the department (incorporating the by-laws of the existing company) and elected the first chief engineer of the fire department, an election which has been repeated annually to the present. (Ibid., pp. 165-169.) The ordinance provided that an engine company of forty-two members and a hook an and ladder company of twenty be directed by the town-elected chief engineer. (Idem.) Membership in the two companies was to remain open to volunteers elected by the active members; but the town was to pay for the services of these firemen on active duty at the rate of $1.50 the first hour and $1.00 each succeed-hour. (Idem.) In addition to regular monthly meetings of each company, the ordinance required that the "Engine must be taken out for practice at least as often as once a month." (Idem.) A revised and somewhat expanded version of the same ordinance, approved by the selectmen March 4, 1936, currently regulates the fire department. The town's connection with the fire companies goes beyond paying for firemen's services; town appropriations equip and maintain the department; and in 1910 the town built a two-story brick engine house on Firefly Lane for the department offices, engines, and equipment. For management of departmental appropriations, the fire chief is answerable to the selectmen who make out the actual orders for fire department expenses, as for all other town expenses; the fire chief's financial records listed below are supplemented in the selectmen's financial records, entries 40-49. Since 1931, the fire chief's annual report has been published in the annual town report, see entry 37.

Minutes of Meetings

209. HOSE COMPANY'S RECORDS (of Meetings and Fires), 1881--. 2 vols.
Title varies: Records. Company organized in 1881.

Minutes of the meetings of the F. Rodick Engine Co., giving date of meeting, members present, business discussed and voted on, and signature of clerk of the company. Record of fires, 1881-92, giving date and place of fire, and time fire reported and extinguished. The following records are also included: record of fire department practice, 1881-88, giving date and location of practice, and equipment used; minutes of joint committee meetings of the F. Rodick

Engine Co. and the W. M. Roberts Hook and Ladder Co., 1891--, giving date and place of meeting, members present, business discussed and voted on, and signature of secretary. The constitution and by-laws of the fire department and names of the company's charter members are pasted in the front of the first vol. Arr. chron., with each type of record entered in separate sections of the vols. No index, but first vol. has a table of contents showing the types of records entered. 75 pp. 12½ x 12½ x 3/4; 250 pp. 14 x 10 x 1. 1 vol., 1881-1936, store room, fire house; 1 vol., 1936--, off. of fire chief, fire house, Firefly Lane.

Record of fires, 1898--, see entry 213.

210. HOOK AND LADDER COMPANY'S RECORD (of Meetings), 1891--. 2 vols. Company organized in 1891.

Minutes of the meetings of the W. M. Roberts Hook and Ladder Co., giving date of meeting, members present, business discussed and voted on, and signature of the clerk of the company. Also included are copies of the fire department constitution and by-laws (same as in entry 209) and an agreement to organize the W. M. Roberts Hook and Ladder Company signed by the charter members. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 100 pp. 10 3/8 x 9 3/4 x ½. Store room, fire house.

Finance

211. JOURNAL (of Receipts and Expenditures), 1928--. 3 vols. Title varies: Led(ger).

Fire chief's journal record of receipts and expenditures. Receipts give date, source, amd amount; expenditures give date, payee, purpose, and amount; both records show p. no. of ledger (entry 212) to which journal entries are posted. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 139 pp. 10 x 8 5/8 x 3/4. Store room, fire house.

212. LEDGER (of Receipts and Expenditures), 1915--. 5 vols. Missing: 1922-25.

Fire chief's ledger record of receipts and expenditures under the following account headings: trucks, chief, labor, clerks, repairs, gas and oil, cable, ladders, fire house, lights, fuel, supplies, laundry, chemicals, hose, fire alarms, power, telephone, clock, and miscellaneous. Receipts and expenditures are entered in the same form as described in entry 211. Arr. chron. under account headings. Indexed alph. by account names. Hdw. on pr. forms. 150 pp. 10 3/4 x 9 3/4 x 3/4. Store room, fire house.

Record of expenditures, 1907-14, see entry 213.

Fire Records and Permits
(See also entry 209)

213. RECORD OF FIRES, BAR HARBOR FIRE DEPARTMENT, 1898--. 5 vols. Missing: 1893-97; 1881-92 in Hose Company's Records (of Meetings and Fires), entry 209.

Record of fires, giving date, time, and place, account of how fire was extinguished, extent of damage to building and contents, description of property burned, name of owner, and amount of insurance on building and contents; from 1928-- the following information is given additionally: box no., telephone no. (if fire department summoned by telephone), type of alarm (still or false), time department dismissed, hours of service, how building was occupied, name

of occupant, extent of damage beyond property burned, no. of miles apparatus travelled to scene of fire, cause of fire, hours engine worked, no. of feet of hose and ladders used, and value of building and contents. A record of fire department expenditures is also included, 1907-14, giving date, payee, purpose, and amount. Arr. chron., with records of expenditures and fires entered in separate sections of the first vol. No index. Hdw. on pr. forms. Vols. vary 100 - 200 pp. 8 1/8 x 6 3/4 x 3/4 - 16¼ x 10 3/4 x 7/8. 4 vols., 1898-1927, store room, fire house; 1 vol., 1928--, off. of fire chief, fire house.

Record of expenditures, 1915--, see entry 212.

214. (PERMITS TO BURN BRUSH), 1936--. 1 vol. Prior records destroyed. Stubs of permits to burn brush, slash, debris, blueberry land, and grassland, giving name of person to whom permit is issued, purpose, location of fire, date permit is to be used, and date permit issued. These permits are issued in three sections, one for the applicant, one for the state forest commissioner, and one for the fire department's records. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 10 x 8½ x 1/8. Off. of fire chief, fire house.

XVI. FIRE WARDENS

In 1884, the Eden selectmen appointed six fire wardens; following this first appointment the town elected the officers annually through 1901, the number elected ranging from three to fifteen. (Town Meeting Records, vol. 4, p. 9; vol. 7, p. 48.) From 1903 to 1921, the office is not mentioned in the town records, but annually since 1921, the selectmen have appointed one or two wardens to serve in the ensuing year. (Ibid., vol. 11, p. 390.) The selectmen and fire chief are themselves wardens ex officio by Maine law; the duties of the wardens in extinguishing forest fires are specified in Revised Statutes, 1930, ch. 11, sec. 34. Whether or not the town elected wardens in the earlier period had any additional duties than those required by statute or any connection with the privately organized fire department cannot be determined from the town meeting records. The fire wardens keep no records and publish no reports.

XVII. BUILDING INSPECTOR

In 1895, the office of building inspector was established by the selectmen's appointment of one officer to serve in the year ensuing. (Town Meeting Records, vol. 5, p. 439.) The office is filled in the same way currently, and the term of office and number of appointees has not changed. The responsibilities of the inspector are generally regulated in the Maine laws on inspection of buildings, see Revised Statutes, 1930, ch. 35, secs. 25-36. For the inspector's report, published annually since 1901 in the town report, see entry 37.

215. APPLICATIONS FOR PERMITS TO BUILD, 1912--. 2 bdles. Original applications for permits to erect or alter buildings, giving date and no. of application, material to be used in construction, names and addresses of owner and architect, location and type of building, probable cost, and signature of applicant; after issuance of the permit and completion of construction the following information is entered on the form: date permit issued, notation showing approval of plans, and date construction approved by building inspec-

tor. Arr. chron. No index. Hdw. on pr. forms. Bdles. aver. 9½ x 4 x 3 1/3. 1 bdle., 1912-31, vt., off. of asses.; 1 bdle., 1932--, res. of J. M. Milliken, bldg. insp., 14 School St.

XVIII. POLICE DEPARTMENT

In 1877, the Eden town meeting voted "that the selectmen be authorized to appoint on the police force . . . one or two men"; the appointments of the first two police officers are recorded in the same year, and since that time between one and twenty-five officers have been annually appointed. (Town Meeting Records, vol. 3, pp. 85, 91.) In certain years the constables have been appointed to act also as police officers; in 1907, the selectmen appointed one of the constables as the town's first chief of police; the office of police chief has been filled each year to the present by selectmen's appointment. (Ibid., vol. 8, p. 268.) Neither the chief nor the regular police officers submit a report to the town. For financial records of the department see the selectmen's records, entries 40-49.

XIX. CONSTABLES

The office of constable was established in Eden in 1796 at the first town meeting and has been filled regularly since that time, by election until 1910 and by selectmen's appointment thereafter. (Ibid., vol. 1, p. 4; vol. 9, pp. 219-303, passim.) In 1796 the town elected only one constable, whereas in 1937 the number appointed by the selectmen was one hundred eight; the explanation of this tremendous increase is not to be found in any increase in the amount or complexity of duties; most of the modern constables serve in the winmonths only as privately hired caretakers of summer estates; for full authority to halt trespassers they are sworn in as constables. The regular constables serve the town now very much as they did in 1796, with the exception that they no longer are responsible for the collection of taxes as, in the years 1796-1824, they once were. Occasionally between 1908 and 1920, the selectmen appointed dog constables in addition to the regular constables, to assist in the collection of dog taxes; these duties now belong to the general constables. (Ibid., vol. 8, p. 433; vol. 11, p. 285.) The office is non-record-keeping and publishes no report.

XX. HARBOR MASTER

In 1884, Eden's first harbor master was chosen by selectmen's appointment of one man for a one year term. (Ibid., vol. 4, p. 30.) Although the appointment has been overlooked several times, there has never been any change in the term or method of selection to the office, nor in the number of officers. The harbor master keeps no records, and publishes no reports. He sees to maintaining in good order Bar Harbor's municipal floats and wharves, and he keeps the harbor clear in accordance with the state laws, see Revised Statutes, 1930, ch. 5, secs. 181-188.

XXI. SEALER OF WEIGHTS AND MEASURES

In 1801, the Eden voters elected a town sealer of weights and measurer; the election was repeated only twice before 1875 when the officer was first appointed by the selectmen. (Town Meeting Records, vol. 1, p. 33; vol. 3, p. 50.) The office has remained appointive to the present, appointments being made for an indefinite term. Although the duties of town sealers as outlined in Revised

Statutes, 1930, ch. 53, secs. 8-27, include the recording of inspection services, the office in Bar Harbor, as in most Maine towns, is not a record-keeping one.

XXII. SURVEYORS OF LUMBER AND MEASURERS OF WOOD AND BARK

The modern office of surveyors of lumber and measurers of wood and bark has developed from numerous related offices which have existed in the earlier government of Eden. The first town meeting elected two surveyors of boards, one surveyor of shingles, and one surveyor of staves. (Town Meeting Records, vol. 1, p. 4.) in 1797, the surveyors of shingles were elected to survey clapboards as well, and in later meetings the surveyors of boards were more often elected as surveyors of lumber. Measurers of wood and bark were first elected in 1828; in 1836 the surveyors of lumber and the measurers of wood and bark were jointly elected to the combined office of surveyors of lumber, wood, and bark. (Ibid., vol. 1, p. 262; vol. 2, p. 79.) It is this office which has persisted to the present day, in the twentieth century being appointed each year by the selectmen rather than elected in town meeting; the number of surveyors currently in office is three, a quite usual number, although in the past there have been as many as twenty-four officers chosen in one year. The current duties of this non-record-keeping office are outlined in the Revised Statutes, 1930, ch. 51, sec. 14.

XXIII. BALLOT CLERKS

In 1892, a new town office was established when Eden's selectmen appointed four ballot clerks for a two year term. (Town Meeting Records, vol. 5, pp. 240-243.) The office has remained unchanged to the present except in the number of appointees which was increased in 1924 from four to six. (Ibid., vol. 12, p. 239.) Although assistants to these clerks are frequently appointed at the time of elections, the appointments are considered temporary and are not recorded. The duties of ballot clerks are specified in Revised Statutes, 1930, ch. 8, sec. 13.

XXIV. MODERATOR

The officer first elected at the first town meeting held in Eden on April 4, 1796, was a moderator to preside over the assembly. (Town Meeting Records, vol. 1, p. 4.) In accordance with the provisions of the Massachusetts and Maine laws, a moderator has been regularly elected to preside over all town meetings except those called for draft of jurors or special elections. The officer keeps no records and makes no report; his authority is outlined in the Revised Statutes, 1930, ch. 5, secs. 33-35.

PART C: DEFUNCT OFFICES

XXV. COMMITTEE OF SAFETY

During the Revolutionary War, when Eden was still a part of the plantation of Mount Desert, the community entrusted its defense against the enemy to a specially elected committee of correspondence, safety, and inspection. With the outbreak of another war in 1812, Eden's March town meeting in that year voted fresh supplies of powder and arms for its local militia, and a special meeting of August 10th elected an eight man committee of safety. (Town Meeting Records, vol. 1, pp. 94, 96.) There is no further record of the activities of

the committee; its general duties were probably patterned on those of the earlier Mount Desert committee. (Cf. office sketch for that committee, p. 68.)

XXVI. CULLER OF FISH

At the meeting of April 18, 1796, the Eden voters elected one culler of fish; but there is no mention of the office after 1799 when the last election is recorded. (Town Meeting Records, vol. 1, pp. 5, 21.) The duties of the office in this period were specified in the Massachusetts Acts and Resolves, 1784, ch. 31. The office was non-record-keeping.

XXVII. FENCE VIEWERS

The office of fence viewers was established in Eden at the adjourned first town meeting held April 18, 1796, when the town elected two officers for a one year term. (Town Meeting Records, vol. 1, p. 4.) Until 1906 the office was regularly filled by election, such various officers as the constables, highway surveyors, field drivers, or tythingmen being occasionally chosen to serve additionally as fence viewers. But between 1905 and the present, fence viewers have been chosen only twice, in 1906 and 1925, the last time by selectmen's appointment. (Ibid., vol. 8, p. 33; vol. 12, pp. 168-169.) Presumably in case of property disputes arising in the future, the office might once more be specially filled. The original and the current duties of the office are outlined in the Massachusetts Acts and Resolves, 1785, ch. 52, and the Maine Revised Statutes, 1930, ch. 32, secs. 1-16. The fence viewers' was not a record-keeping office, but for the available records of fence viewers' decisions, see entry 1.

XXVIII. FIELD DRIVERS

The office of field driver was established in Eden when the adjourned first town meeting of April 18, 1796, elected two field drivers. (Town Meeting Records, vol. 1, p. 5.) The office was filled regularly, but not annually until 1892 when the warrant article calling for election of field drivers was indefinitely postponed. (Ibid., vol. 5, p. 214.) In 1811 the town first elected "fence viewers and field drivers" and in most years thereafter the field drivers' duties were combined with those of either the fence viewers or the pound keepers. The office left no records or reports, its duties being those outlined in the Massachusetts Acts and Resolves of 1788, ch. 65, and the Maine Public Laws of 1821, ch. 128, secs. 1, 3.

XXIX. FISH AND GAME WARDENS

In 1856, 1879-80, the Eden town meeting elected three deer wardens, each to serve one year. (Town Meeting Records, vol. 2A, p. 61; vol. 3, p. 168.) Between 1884 and 1907, the town meeting elected fish and game wardens annually, the number chosen each year ranging between four and eighteen. (Ibid., vol. 4, p. 7; vol. 8, p. 236.) There are no records to indicate the duties of any of these officers locally. However, the Public Laws of 1853, ch. 77, secs. 2 and 3, authorized municipal officers to appoint town moose wardens to enforce observation of the act for the protection of game. And an act regulating river and interior fisheries, passed in 1869, provided that the governor appoint state fish wardens except in certain specified towns including Eden, where regulation of fisheries was thus apparently left to the local officials. (Ibid., 1869, ch. 70, sec. 30.)

XXX. HOG REEVE

The town meeting of April 18, 1796, elected one hog reeve, but the office was filled in fewer than a score of years before 1825 when it is last mentioned. (Town Meeting Records, vol. 1, pp. 5, 239.) Chapter 56 of the Massachusetts Acts and Resolves of 1788 outlined the duties of this office which has left no records in Eden.

XXXI. POUND KEEPERS

At the adjourned town meeting of April 18, 1796, the town of Eden elected two pound keepers and "Voted there shall be one Pound bult in the Neare the Center of this Town." (Town Meeting Records, vol. 1, p. 5.) The office existed as late as 1905 when the last record of it occurs in the town election of seven pound keepers. (Ibid., vol. 8, p. 33.) The office was non-record-keeping and made no town report; its duties were specified in the Massachusetts Acts and Resolves of 1788, ch. 65 and the Maine Public Laws of 1821, ch. 128.

XXXII. SEALER OF LEATHER

The first Eden town meeting in 1796 elected on "Seler of Leather"; the officer is mentioned in about fifteen later elections, the last one being in 1856. (Town Meeting Records, vol. 1, p. 5; vol. 2A, p. 61.) The duties of the first Eden sealer, like those of his colleague in Mount Desert, were outlined in the Massachusetts Province Laws of 1698, ch. 31. There are no extant records for the sealer of leather in Eden.

XXXIII. TYTHINGMEN AND WARDENS

The first mention of the office of tythingmen in Eden is in the adjourned first town meeting of April 18, 1796, which elected two officers; and the last mention is in 1862 which also elected two. (Town Meeting Records, vol. 1, p. 5; vol. 2A, p. 111.) Between those two years the office was filled not annually but fairly regularly, In 1822 and 1823 the town elected one warden also. (Ibid., vol. 1, pp. 200, 211.) The offices left no records or reports; their duties are specified in the Massachusetts Acts and Resolves of 1782, ch. 23, and the Maine Public Laws of 1821, ch. 9.

XXXIV. WEIGHERS OF HAY, GRAIN, AND COAL

in 1883 the town meeting of Eden elected two weighers of hay, grain, and coal for the ensuing year. (Town Meeting Records, vol. 3, p. 318.) The officers were annually elected until 1906 when for the first time the selectmen made the appointment; since 1906 the office is not mentioned in the records, probably because the town sealer of weights and measures was able by himself to take care of the work done previously by the weighers. (Ibid., vol. 8, p. 161.) The state requirements in regard to the weighing of coal and hay, which the local officers were chosen to enforce, are outlined in the Public Laws, 1838, ch. 320; 1867, ch. 98.

CRANBERRY ISLES, 1830-1937

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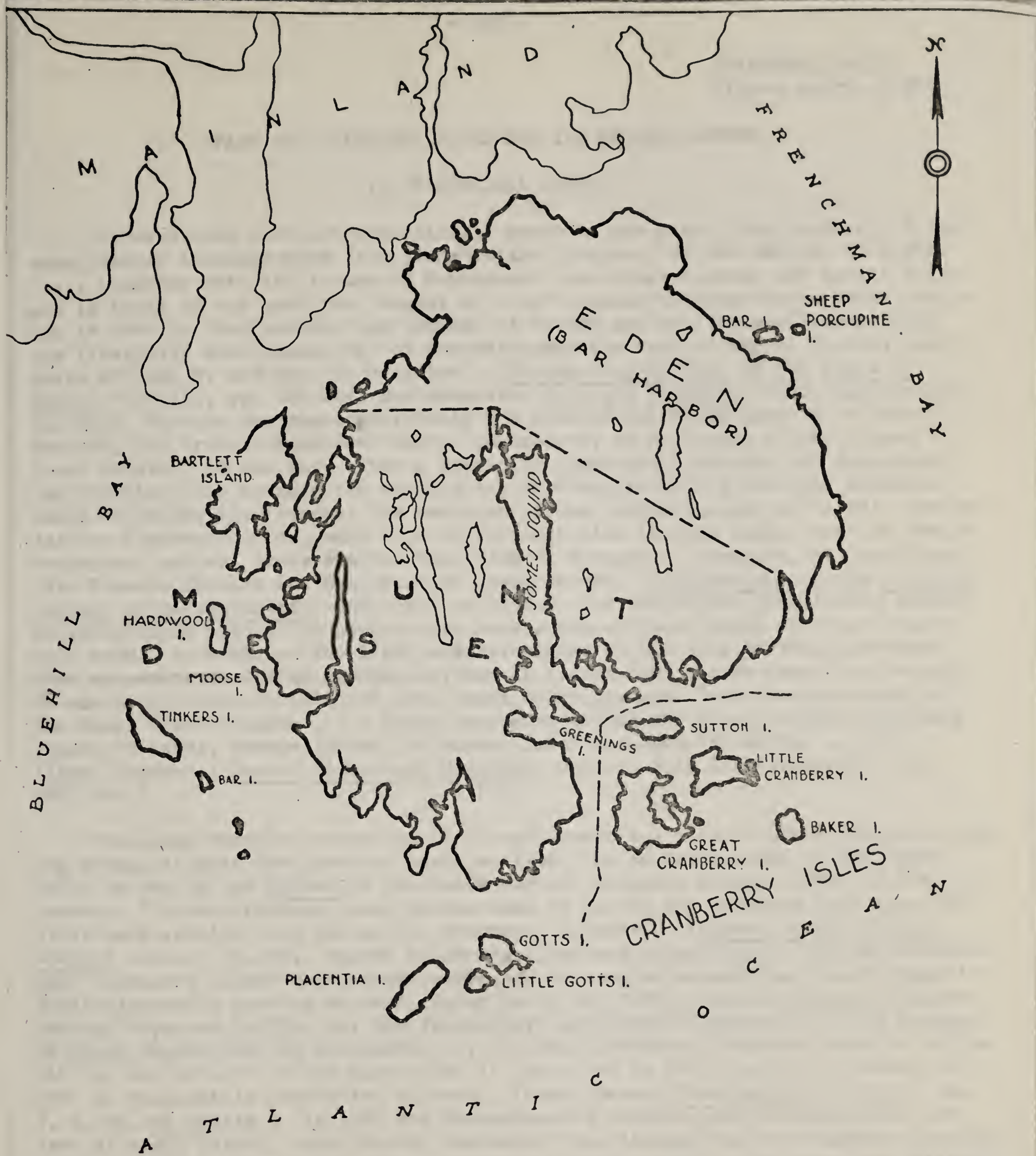

THE TOWNS OF

MOUNT DESERT, 1830

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SCALE IN MILES

CRANBERRY ISLES
(first entry, p.153)

PART A: CRANBERRY ISLES AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

Although they were not specifically named in the grant, the Cranberry Isles were clearly included with "the place called Donaquec, of two leagues in depth . . . together with the island of Mountdesert and other islands and islets situate in front of the said two leagues of land" granted to Sieur de la Mothe Cadillac in 1688 by the Governor and Council of Canada and in 1787 confirmed, "thro the Liberality and Generosity" of the Massachusetts General Court, to Cadillac's heirs at law, M. and Mme. de Gregoire. (Documentary History of the State of Maine, vol. VII, pp. 382-384; Massachusetts Acts and Resolves, 1787, May Session, ch. 84.) Because two years previously the General Court had granted to John Bernard, Sir Francis Bernard's heir, "one moiety, or half part of the island of Mount Desert," it was only after a specially appointed committee had determined the dividing line between the Bernard and de Gregoire grants that the holdings could be separately bounded; the decision of the committee gave all lands, including the Cranberry Isles, east of a north-south line through Somes Sound to the de Gregoires, and all lands west of that line to Bernard. (Sawtelle, William Otis, "Sir Francis Bernard and his Grant of Mount Desert," Publications of the Colonial Society of Massachusetts, vol. XXIV, p. 246.) But the French proprietors after clearing their claims and coming into possession of their lands were not long to hold them. As early as May 1790, advertisements of the sale of their portions were appearing in Boston newspapers, and in August 1792 the de Gregoires deeded to one Henry Jackson for £1247 16s. lands which included "our divided moiety of the Mount Desert Island . . . Great Cranberry Island 490 acres, Little Cranberry Island 73 acres, Sutton Island 174 acres, Baker's Island 123 acres. . . ." (Idem, footnote; Bangor Historical Magazine, vol. I, July 1885-June 1886, pp. 184, 185.)

Precisely when and where the first settlement was made on these islands is not now known; it must have been as early as 1762; for on October 3rd of that year while he was on the Cygnet in Southwest Harbor, Governor Bernard noted in his journal: "In the afternoon some people came on board, who informed that four families were settled upon one of the Cranberry Islands." (Papers of Sir Francis Bernard, vol. X, p. 23. Sparks Collection, Harvard University.) In the next decade, Cranberry Isles' settlement progressed to such an extent that Mount Desert's first plantation meeting warrant, dated March 12, 1776, required Stephen Richardson to "Warn and Notffie all the freeholders and other Inhabitants of the Islands of Mount Desert and the Cranberrys . . ."; that Cranberry Islanders took an active part in the affairs of the plantation is indicated in the election of several of them to responsible plantation offices. (Mount Desert Town Meeting Records, vol. I, p. 20, et passim.) In 1788 the Massachusetts General Court incorporated the town of Mount Desert, specifically including "the islands called Cranberry islands," and for forty-two years the two communities shared a common government and history. (Massachusetts Acts and Resolves, 1788, ch. 75.)

But in 1830, when its population had increased from the four families of 1762 to the 257 persons listed in the state census of 1830, Cranberry Isles was set off from the town of Mount Desert, being the second division from the parent town and the first incorporated under a Maine legislature. (Census of the Several Towns, Plantations and Other Places in the State of Maine for the Years 1820 and 1830, p. 12. Portland, 1831.) Its act of incorporation, approved March 16, 1830, provided: "That the Islands constituting a part of the town of Mount Desert . . .

known by the name of Great Cranberry, Little Cranberry, Sutton's and Baker's Islands, with the inhabitants thereof, be, and the same hereby are incorporated into a town by the name of Cranberry Isles." (Private and Special Laws, 1830, ch. 113.) The town and the islands take their name from a two hundred acre cranberry marsh on the largest island. (Varney, George J., A Gazetteer of the State of Maine, p. 183. Boston, 1881.)

Life in the new town continued in patterns already established. Schools had been founded by 1790 when the Mount Desert annual meeting included among its first school districts one district for the two Cranberrys; and Cranberry Isles' first town meeting was held "at the schoolhouse on Great Cranberry Island." (Town Meeting Records, vol. I, p. 3.) The community was without its own church until 1869 when the Congregationalists founded the first on the islands, but both before and after that date visiting preachers and missionary societies served the Cranberrys from Mount Desert. (Clark, Calvin M., History of the Congregational Churches in Maine, vol, I, pp. 134-135. Portland, 1926.) Economically the life of Cranberry Isles has been from the first on and of the sea; each family being a self-contained unit doing its own farming, fishing, cooking, cobbling, and some curing and packing of fish for small export trade. The actual day to day life of one typical Islander, who was incidentally at various times a selectman, tax collector, school committeeman, member of the board of health, and road commissioner of the town of Cranberry Isles, has been described by Charles W. Eliot; writing of the family economy of the Islanders in the nineteenth century, he has said: "They got their fuel, food, and clothing as products of their own skill and labor, their supplies and resources being almost all derived from the sea and from their own fields and woods." (Eliot, Charles W., John Gilley, Maine Farmer and Fisherman, pp. 24-25. Boston, 1905.) A business directory of the town for the year 1871 lists one master ship builder, two boat builders and a sail maker, five carpenters and joiners, a cooper and a blacksmith, two fish curers and dealers in oil, and three merchants "with such goods and wares as are usually found in a country sea-port store, - outfits for the fishermen. . . ." (Mount Desert Island, and the Cranberry Isles, N. K. Sawyer, printer, p. 38. Ellsworth, 1871.) In 1937, three boat builders and four persons repairing and storing boats were listed as doing business in the town, and about one fifth of the town's 1936 valuation of $369,915 is represented in the more than three hundred small boats owned by its tax payers; the fact is the more significant when it is remembered that the 1930 census for Cranberry Isles showed a total population of only 349. (Maine Register, p. 699. Portland, 1937. Forty-Sixth Annual Report of the Bureau of Taxation, Property Division, of the State of Maine, 1936, pp. 30, 34. Fifteenth Census of the United States: 1930, Population, vol. III, part 1, p. 1035.)

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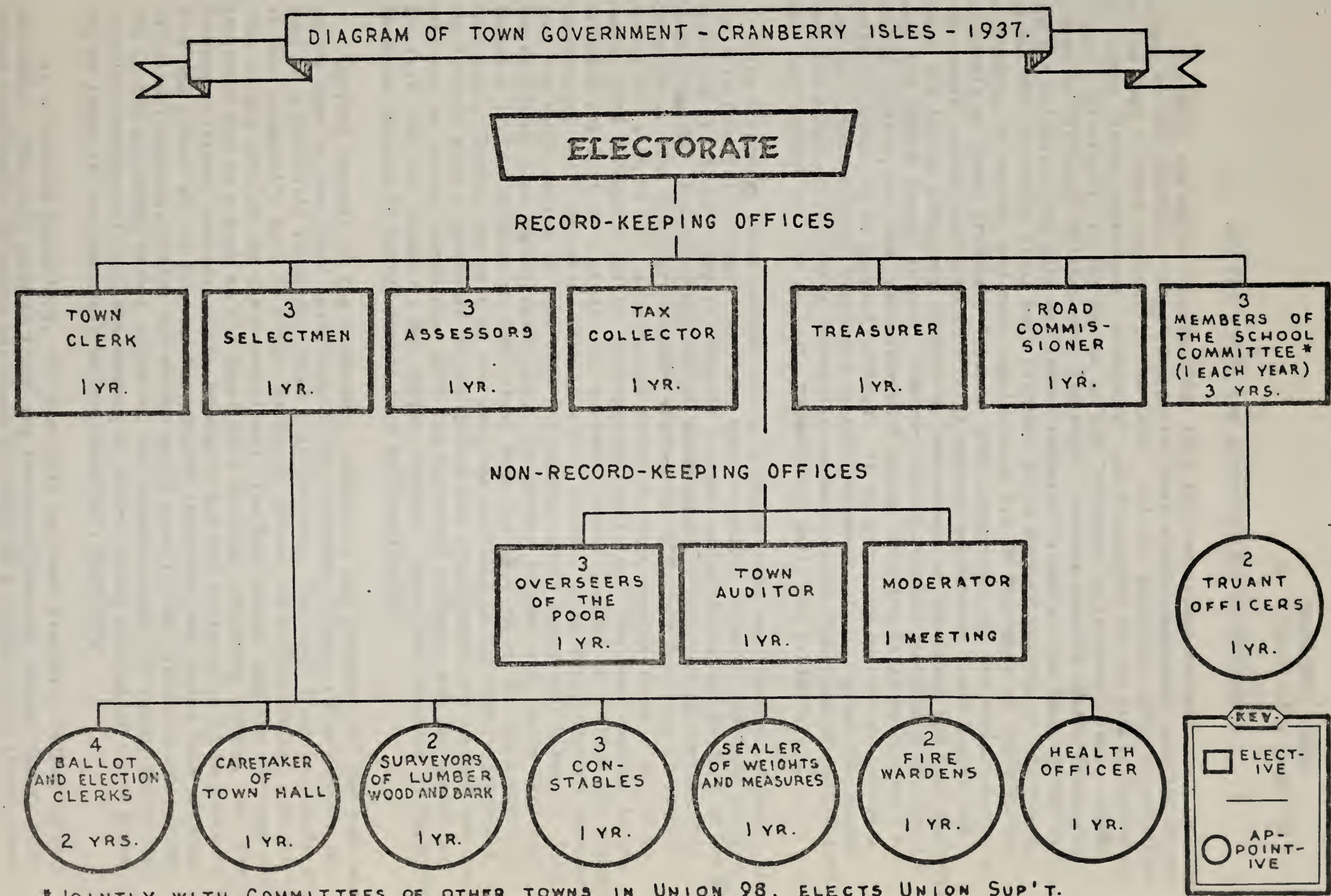
2. GOVERNMENTAL ORGANIZATION

Although Governor Jonathan Hunton approved the act of Cranberry Isles' incorporation on March 16, 1830, it was not until June 19th that "the freeholders and other Inhabitants qualified by law to vote in town affairs" assembled according to the direction of the warrant and elected a moderator, town clerk, selectmen and assessors, treasurer and tax collector, constables, school agents, fence viewers, and field drivers. (Town Meeting Records, vol. I, pp. 2, 3.) At later meetings additional offices were established as follows: 1831, superintending school

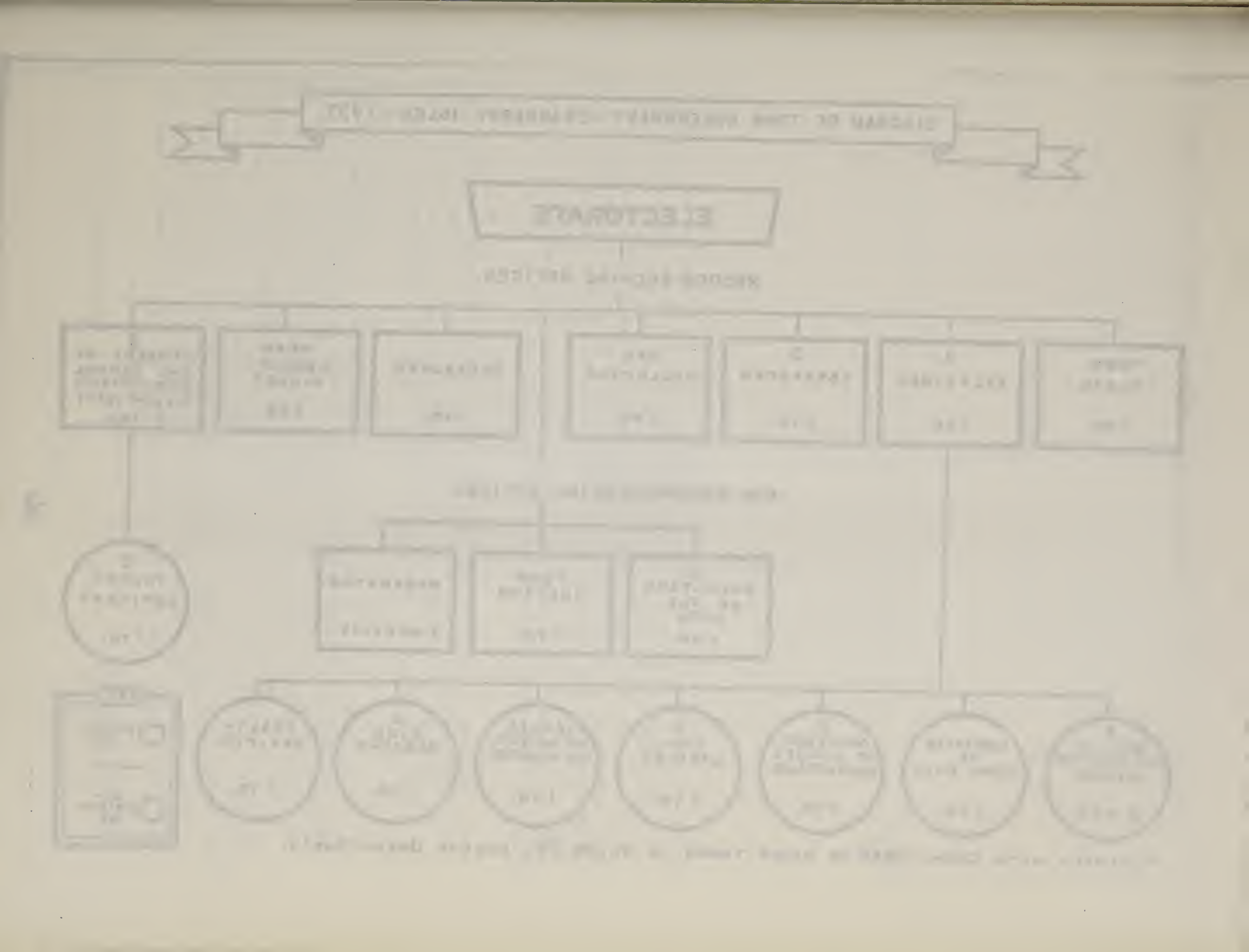
committee, highway surveyors, sealer of weights and measures, culler of dry fish, and town agent; 1832, pound keeper and tythingmen; 1833, surveyors of lumber, wood, and bark; 1844, overseers of the poor; 1846, health officer; 1892, fire wardens, ballot and election clerks; 1894, truant officers; 1898, road commissioner; 1899, superintendent of schools; 1906, caretaker of town hall; and 1912, auditor. (Ibid., vols. I-IV, passim.) Eight of these town-established offices have become defunct in the century since Cranberry Isles' incorporation; they are those of tythingmen, culler of dry fish, field drivers, school agents, highway surveyors, town agent, pound keeper, and fence viewers. (Idem.) All town officers, except those which the voters have expressly authorized the selectmen to appoint, have been nominated on the floor of the annual meeting and elected by majority vote of the townspeople.

At the town meeting of March 7, 1921, it was voted that "The next annual Town Meeting be held at Neighborhood House Islesford," and since that time the place of the meeting has alternated between the Islesford neighborhood house and the town hall on Great Cranberry Island; by tradition the time of the meeting is the first Monday in March. (Ibid., vol. IV, p. 185.)

As the first Mount Desert town incorporated by a Maine legislature, Cranberry Isles' town government was from its inception regulated by Maine rather than Massachusetts statute. A comparison between the first Maine legislature's "Act regulating Towns, Town-Meetings and the choice of Town Officers" and the Massachusetts "Act regulating the choice of Town Officers, and Town Meetings," proves how faithfully the new State followed the governmental patterns developed in the parent Commonwealth. (Cf. Massachusetts Acts and Resolves, 1811, ch. IX, and Maine Public Laws, 1821, ch. 114.) By observing the spirit as well as the letter of the Maine laws regulating town government, Cranberry Isles has retained the independence and the democracy characteristic of the town meeting system in its purest form.



*JOINTLY WITH COMMITTEES OF OTHER TOWNS IN UNION 98, ELECTS UNION SUP'T.



3. HOUSING, CARE, AND ACCESSIBILITY OF RECORDS

Probably the major inconvenience that the researcher encounters in gaining access to the Cranberry Isles records is their widely separated location on two of the four islands included in the town. All the important older records kept by former clerks, assessors, selectmen, and treasurers are on Little Cranberry Island (Islesford), in the museum of the Islesford Collections, Inc., established by Professor William Otis Sawtelle. Current records of the treasurer and tax collector are also on Little Cranberry Island at the home of the individual who currently fills both offices; while current records of the clerk, assessors, selectmen, and road commissioner are at the homes of those various officials on Great Cranberry Island. Boat accommodations are satisfactory in the summer, convenient schedules being maintained between Mount Desert and Great and Little Cranberry Islands by boat-owners at Southwest and Seal Harbors; when the summer season is over, however, transportation facilities are considerably limited, and the researcher must depend upon the daily mail launch or available boats to be specially hired. It is necessary to hire or borrow a boat for travel between Great and Little Cranberry Islands, since the launch from the mainland follows a triangular one-way course, touching at each island only long enough to take or leave passengers, mail, and freight.

The Cranberry Isles records are as a whole quite well housed. Records at the Islesford Collections, Inc., have been carefully gathered together and protected by Professor Sawtelle, himself a noted authority on the history of the Mount Desert region. Approximately 20% of all Cranberry Isles records are in this depository. The Islesford museum, erected in 1927, is a building of approximately 65' x 80' x 12', constructed of brick, with granite foundation; it is nearly 100% fireproof and is in excellent condition. The town records in the building are kept in a steel file cabinet, itself located in a brick and cement constructed vault measuring 6' x 4' x 8'. Records to be consulted may be taken from the vault, which is also used for storing other historical material, into the adjoining room during reference. The museum is open only while Professor Sawtelle is in residence on the Island from the late spring to the early fall each year. During the rest of the year the building is not open, although a key is left with a caretaker on the Island and arrangements to consult the records may be made by conference with the municipal officers and Dr. Sawtelle. The fact that the museum is not heated, however, makes the business of referring to these records in winter months cold and complicated.

Current records of the selectmen, assessors, and overseers of the poor are at the home of the first selectman, Great Cranberry Island; these records are kept in a partially fireproof steel file cabinet. The town clerk's records are at the incumbent's home on Great Cranberry, housed in a file cabinet similar to that at the home of the first selectman. The two records kept by the road commissioner are in a desk at his home, also on Great Cranberry Island. On Little Cranberry Island, records of the treasurer and tax collector will be found in a desk and closet at the home of the present incumbent, who holds both offices. All school records, except one or two early ones in the Islesford Collections, are in the Southwest Harbor office of the superintendent of school union #98, of which Cranberry Isles is a member; a report on the housing of those records may be found in the Southwest Harbor inventory, page 216.

As a records depository, the town hall on Great Cranberry Island is not important. The only records found are the miscellaneous unbound papers described principally in entry 16; these are kept in a wooden chest in the town

hall attic. The building was erected in 1904 and is constructed of wood; the ground floor is used as a grammar school, the town hall being on the second floor.

The historian will find that all custodians of the Cranberry Isles records are willing to have their records examined and are glad to help the researcher. Most of the town officials are descendants of the first settlers on the islands, and they are more than ordinarily well informed in the history of the locality.

Specific recommendations for the better housing of Cranberry Isles records are indeed difficult to propose. The town has provided its officers with suitable file cabinets in which to keep their more important records, and the Islesford Collections, serving as a depository for those older records which should be preserved but which the town officials are not likely to use in their day-to-day business, protects the records in a fire-proof and moisture-proof vault exceptional in Maine towns. The principal researcher's difficulty of consulting records so widely separated is almost unavoidable in a settlement which, like Cranberry Isles, is itself so widely scattered. From the town official's point of view, the centralization of all records in one depository would be unnecessarily inconvenient. In Cranberry Isles, therefore, the present arrangement of housing the records seems to be the best that can be devised; even though there is no centralized housing, both the community and the historian are better served than in most Maine towns by having the records well cared for by the officials themselves and by the Islesford Collections, Inc.

PART B: TOWN OFFICES AND THEIR RECORDS

I. TOWN CLERK

The office of town clerk was established in Cranberry Isles at the first town meeting, held on June 19th, 1830, at the school house on Great Cranberry Island. "The freeholders and other Inhabitants qualified by Law to vote in town affairs," after choosing a moderator for the meeting, elected a town clerk to record its minutes. (Town Meeting Records, vol. I, p. 3.) The character of the clerk's duties and records has changed very little in the century since the establishment of the office. For the clerk's published annual report, see entry 19.

Town Meetings

1. RECORDS OF THE TOWN (Meetings) OF CRANBERRY ISLES, 1830--. 5 vols. (3 vols., 1830-1913, unmarked; 2 vols., 1913--, 3-4).
Copy of the act of incorporation of Cranberry Isles, approved March 16, 1830. Warrants, returns of warrants, and results of national, state, and county elections. Warrants and returns of warrants for annual and special town meetings and minutes of meetings including oaths of elected officers; approval of jury lists, 1845-1935; acceptance of roads laid out by the selectmen; approval of tax abatements, 1833--; establishment of five school and highway districts, 1831; other business transacted, adjournment, and attestation of town clerk. Additional miscellaneous records not included in the minutes of the meetings are as follows: appointments of officers; bonds of officers, 1904--; intentions of marriage, 1830-41; marriages, 1830-35; record of assessment of state, county, town, and school taxes, 1830-59; copies of liquor licenses, 1831; petitions, 1888, and permits to erect and maintain weirs and wharves, 1888--; fence viewer's decision, 1851; liens, mortgages (personal property and real estate), and attachments, 1888; bounties paid to Civil War soldiers, 1865; minutes of meetings of inhabitants of school districts, 1862-93; minutes of meetings of the school committee, 1908-12; notices of tax sales, 1875-1913. Arr. chron. No index. Hdw. Vols. aver. 355 pp. 13½ x 8½ x 1 3/8. 2 vols., 1830-88, file cabinet, I. C., Islesford; 3 vols., 1889--, file cabinet, res. of Erwin Spurling, town clerk, Great Cranberry Island.
Intentions of marriage, 1842-55, see entry 6; 1855--, see entry 5. Marriages, 1836--, see entry 6. Liens, 1855--, mortgages, 1879--, and attachments, 1884--, see entry 11. Notices of tax sales, 1870, see entry 11. Petitions to erect and maintain weirs and wharves, 1882--, see entry 11. School district meetings (in district #2), see entry 47. School committee meetings, 1913--, see entry 48.

Vital Statistics
(See also entry 1)

2. RECORD IN CRANBERRY ISLES OF BIRTHS AND DEATHS, 1763-1909. 1 vol.
Family records of births (1763-1903) and deaths (1806-1909), giving family name at top of page, with names of family members and their birth and death dates listed below. The names and dates entered after 1892, date of the uniform vital statistic recording law, were copied from records listed in entries 3 and 8, and were for those persons interested in retaining a family genealogy. Arr. chron. within family groups. Indexed alph. by name of family member. Hdw. 200 pp. 13 x 8 x 3/4. File cabinet, I. C.
Births, 1892--, see entry 3. Deaths, 1892--, see entry 8.

3. RECORD OF BIRTHS, 1892--. 1 vol. 1763-1903 in Record in Cranberry Isles of Births and Deaths, entry 2.
Record of births, giving date and place of birth, name (if any), sex, color, and condition of child, names, residences, color, and birthplaces of parents, occupation of father, name of person reporting birth, and attestation of town clerk. Pasted in the back of the volume are two depositions, 1936, for births that had not previously been recorded, giving same information as in the original record and showing in addition names and residences of persons making deposition, their relation to the child (if any), date of deposition, date recorded, and attestation of town clerk. Arr. chron. Indexed alph. by name of child. Hdw. on pr. forms. 160 pp. 16 x 10½ x 3/4. File cabinet, res. of t. c.

4. CERTIFICATES OF BIRTHS, 1935--. 1 letter folder.
Original birth certificates containing information recorded in entry 3, and showing the following additional information: legitimacy of child, whether twin, triplet, or other, no. in order of birth (if plural births), no. of children born to the mother, no. living; certificate of attending physician or midwife, giving condition of child at birth (living or stillborn), time of birth, and signature of attendant; date received and filed, and signature of town clerk. Arr. chron. No index. Hdw. on pr. forms. 9 x 4. File cabinet, res. of t. c.

5. INTENTIONS OF MARRIAGE, 1855--. 1 vol. 1830-41 in Record of the Town (Meetings) of Cranberry Isles, entry 1; 1842-55 in Record of Marriages (and Intentions of Marriage), entry 6.
Record of intentions of marriage, giving names and residence of contracting parties, date of filing intentions, date marriage certificate issued, and attestation of town clerk; from 1892-- the following information is shown additionally: ages, color, occupations, birthplaces, and marital history of contracting parties; and names, residences, color, occupations, and birthplaces of parents. Arr. chron. No index. Hdw. to 1891; hdw. on pr. forms, 1892--. Vols. aver. 165 pp. 12 1/8 x 11 3/4 x 5/8. 1 vol., 1855-91, file cabinet, I. C.; 1 vol., 1892--, file cabinet, res. of t. c.

6. RECORD OF MARRIAGES (and Intentions of Marriage), 1836--. 3 vols.
Record of marriages, giving date and place of ceremony, names of contracting parties and person performing ceremony, and attestation of town clerk; from 1892-- the following information is shown additionally: ages, color, occupation, residences, birthplaces, and marital history of contracting parties; names, residences, color, occupations, and birthplaces of parents; address and official station of person performing ceremony. Intentions of marriage, 1842-55, are also recorded in the early vol., giving names of contracting parties, date of filing intentions, and attestation of town clerk. Arr. chron., with intentions and marriages entered in separate sections of the first vol., 1842-55. 1836-91, not indexed; 1892--, cross indexed alph. by names of contracting parties. Hdw. to 1891; hdw. on pr. forms, 1892--. Vols. vary 50 - 170 pp. 8 x 12 x ¼ - 16 x 10½ x 3/4. 2 vols., 1836-91, file cabinet, I. C.; 1 vol., 1892--, file cabinet, res. of t. c.
Marriages, 1830-35, see entry 1. Intentions of marriage, 1830-41, see entry 1; 1855--, see entry 5.

7. MARRIAGE LICENSES (and Certificates), 1851--. 1 letterfolder, 7 papers. Missing: 1855-1915.
Original marriage certificates, 1851-54, and combination licenses and certificates, 1916--, containing information recorded in entry 6. The form after 1916

shows the following additional information: signed statement by one of contracting parties that statistics in license are true, attestation of town clerk, and signed certificate of person performing ceremony. Not arr. or indexed. Hdw., 1851-54; hdw. on pr. forms, 1916--. Letter folder, 9 x 4; papers, 8 x 6. 7 papers, 1851-54, wooden chest, t. h. attic, Great Cranberry Island; 1 letter folder, 1916--, file cabinet, res. of t. c.

8. RECORD OF DEATHS, 1892--. 1 vol. 1806-1909 in Record in Cranberry Isles of Births and Deaths, entry 2.

Record of deaths, giving date, place, and cause of death, name, age, birthplace, sex, color, marital status, and occupation of deceased, names and birthplaces of parents, occupation of father, and name and address of physician or other person reporting death. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. forms. 160 pp. 16 x $10\frac{1}{2}$ x 3/4. File cabinet, res. of t. c.

9. CERTIFICATES OF DEATH, 1935--. 1 letter folder.

Original death certificates containing information recorded in entry 8, and showing the following additional information: length of deceased's residence at place of death, previous residence, and name of husband (or wife); medical certificate of death, giving period of physician's attendance on deceased, time of death, cause and contributory cause of death, length of illness, place where disease was contracted if not at place of death, date and kind of operation (if any), record of autopsy, and signature of physician; date and place of burial, name and address of undertaker, signature and address of informant; date certificate filed with town clerk and his attestation. Arr. chron. No index. Hdw. on pr. forms. 9 x 4. File cabinet, res. of t. c.

10. (STUBS OF BURIAL PERMITS), 1932--.

Stubs of burial permits issued, giving name and age of deceased, date of death, date and place of burial (town and cemetery), name of undertaker to whom permit is issued, date of issuance, and no. of permit. According to law, burial permits, of which these are stubs, are to be returned to the town clerk of the town where the burial takes place, but since Cranberry Isles has no cemetery, the Cranberry Isles town clerk has no returned permits. Arr. chron. No index. Hdw. on pr. forms. 75 pp. $6\frac{1}{2}$ x $5\frac{1}{4}$ x $\frac{1}{2}$. File cabinet, res. of t. c.

Real and Personal Property
(See also entry 1)

11. RECORD OF BILLS OF SALE ETC. FOR THE TOWN OF CRANBERRY ISLES, 1844--. 4 vols. (1 unmarked, 2-4). Title varies: Cond't'l Sales, etc.; Conditional Sales Contracts, etc.

Record of bills of sale, 1844--; chattel mortgages, 1879--; real estate mortgages, 1912--; assignments of mortgages, 1861--; foreclosures of mortgages, 1874--; promissory notes, 1894--; contracts and agreements, 1853--; conditional sales contracts, 1924--; leases (real estate and personal property), 1855--; purchase agreements, 1930--; liens, 1885--; attachments of personal property, 1894--; assignments of wages with power of attorney, 1902--; and pew deeds, 1896-97. Bills of sale give names of seller and buyer, description of property, amount of consideration, statement of lawful ownership, covenant, and signatures of seller and buyer. Mortgages (chattel and real estate) give names of mortgagee and mortgagor, amount of mortgage, time of payment, description of property, statement of lawful ownership, exceptions (if any), covenant, provisions, and signatures of mortgagor and mortgagee. Assignment of mortgages give names of assignee and assigner, amount of consideration, conditions, and

signatures of assignee and assignor. Foreclosures of mortgages give names of mortgagor and mortgagee, date of mortgage, description of property mortgaged, amount, name of assignee (if any), notice of intentions of foreclosure, date intentions filed, name and oath of officer serving papers, and statement of fees. Promissory notes give amount of consideration, time of payment, name of payee, amount of note, rate of interest, description of chattels (if note is secured), and signature of payer. Contracts and agreements give names of contracting parties, terms of contract, and signatures of contracting parties. Conditional sales contracts give names of seller and buyer, description of property sold, amount, time of payment, conditions, and signatures of contracting parties. Leases give description of property leased, terms of payment, conditions, and signatures of lessee and lessor. Purchase agreements give names of buyer and seller, description of articles purchased, amount, terms of payment, and signatures of buyer and seller. Liens give name and residence of claimant, sworn statement of amount due, description of property on which lien is placed, oath and acknowledgment of signature before notary or justice of the peace. Attachments give name and location of property attached, name of owner, name of officer serving papers, name and date of court returnable, and amount of attachment. Assignments of wages with power of attorney give names of assignee and assignor, consideration, amount of assignment, reason for assignment, conditions, period of assignment, name of person designated as attorney, and signatures of assignee and assignor. Pew deeds give names of grantee and grantor, amount paid, date, terms and conditions, and no. and location of pew in church. In addition, all records (except pew deeds) give place and date of transaction, signatures of witnesses (if any), date received and filed, and signature of town clerk. The following miscellaneous records are also included in these volumes: record of an auctioneer's license, 1845; petitions from citizens to erect and maintain weirs and wharfs, 1882--; petitions from and permits granted public utilities to erect and maintain poles and wires, 1907--; collector's notice of a tax sale, 1870; collector's return of a tax sale, 1879; petitions from citizens to lay out a town road, 1889; warrant and return of the warrant for a special town meeting, 1889; record of appointment of election clerks, 1894; ordinances drawn up by the board of health governing refuse disposal, 1907. Arr. chron. No index. 1 vol., 1844-74, condition poor. Vols. vary 46 - 300 pp. 12 x $8\frac{1}{4}$ x 1/8 - $13\frac{1}{2}$ x $8\frac{1}{2}$ x 1. 2 vols., 1844-1911, file cabinet, I. C.; 2 vols., 1911--, file cabinet, res. of t. c.

Liens, mortgages, and attachments, 1888, see entry 1. Notices of tax sales, 1875-1913, see entry 1. Petitions to erect and maintain weirs and wharfs, 1888, and permits granted, 1888--, see entry 1. Auctioneers' licenses, 1833-46, see entry 16.

Elections
(See also entries 19, 28)

12. CHECK LIST (of Voters), 1837--. 1 letter folder, 27 papers. Missing: 1867-1925.

Check lists of Cranberry Isles qualified voters prepared by the selectmen and deposited with the clerk for specified election dates; lists arr. alph. by names of voters. No index. Hdw. Letter folder, 12 x $8\frac{1}{2}$ x $\frac{1}{4}$; papers, 11 x $8\frac{1}{2}$. 27 papers, 1837-66, wooden chest, t. h. attic; 1 letter folder, 1926--, res. of t. c.

For selectmen's copies of check lists, see entry 28.

13. RECORD OF ENROLLMENT OF MEMBERS OF REPUBLICAN AND DEMOCRAT PARTIES, 1928--. 1 vol. No prior record kept in Cranberry Isles.

Republican and Democratic party enrollments, giving name and residence of person

enrolling, place and party of last enrollment, and date of present enrollment. Arr. chron. The vol. is alph. tabbed, one tab every four pages; under each tab two pages are devoted to Republican enrollments and two pages to Democratic enrollments. Hdw. on pr. forms. 104 pp. 14 x 8½ x ¼. File cabinet, res. of t. c.

Licenses
(See also entries 1, 11, 16, 20)

14. (Stubs of) DOG LICENSES, 1924--. 2 vols.
Stubs of dog licenses issued, giving registration no., amount of license, name of licensee, name, age, sex, color, and breed of dog, and dates of issuance and expiration of license. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 3 x 13 x 3/4. Res. of t. c.

Military
(See also entries 1, 16)

15. (LISTS OF PERSONS ELIGIBLE FOR ENROLLMENT IN THE MILITIA), 1849-91. 1 vol., 15 lists. Missing: 1866-79.
Lists of persons in Cranberry Isles eligible for enrollment in the Maine militia, giving no., name, residence (1849-65), age, and occupation of person eligible, and remarks noting exemptions. Arr. alph. by name of person eligible, 1849-65; arr. chron., 1880-91. No index. Hdw. on pr. forms. Vol., 50 pp. 13½ x 8½ x ¼; lists, 16 x 8½. 15 lists, 1849-65, wooden chest, t. h. attic; 1 vol., 1880-91, file cabinet, I. C.

Miscellaneous

16. (MISCELLANEOUS PAPERS), 1831-68. 300 papers.
Miscellaneous original papers deposited with the town clerk for recording and including the following: warrants and returns of warrants for state and county elections, 1854-68; warrants and returns of warrants, for town meetings, 1832-68; lists of jurors drawn up by the municipal officers, 1858, 1861, 1865; liquor licenses, 1831; auctioneers' licenses, 1833-46; division of town into five school districts, 1831; list of men from Cranberry Isles who died in or as a consequence of the Civil War, 1865. Not arr. or indexed. Hdw. and hdw. on pr. forms. Papers aver. 8 x 11. Wooden chest, t. h. attic.

17. CORRESPONDENCE, 1834--. 1 letter folder, 35 papers. Missing: 1837-1934.
Correspondence received by the town clerk. Not arr. or indexed. Hdw. and typed. Letter folder, 9 x 4; papers, 8½ x 11. 35 papers, 1834-36, wooden chest, t. h. attic; 1 letter folder, 1935--, file cabinet, res. of t. c.

18. RECORD OF (Families) MOVING IN AND OUT OF TOWN OF CRANBERRY ISLES, 1869-1914. 1 vol. Discontinued in 1914.
Record kept in accordance with a resolve passed at town meeting, 1869, giving name of family and date of arrival at or departure from Cranberry Isles. Arr. chron. No index. Hdw. 50 pp. 6 x 7 x 1/8. Vt., I. C.

II. SELECTMEN

The office of selectmen was established when Cranberry Island's first town meeting on June 19, 1830, elected three persons to "serve as selectmen and as-

sessors." (Town Meeting Records, vol. I, p. 3.) In 1844, it was "voted that Selectmen serve as Assessors and Overseers of the Poor"; this combination has continued to the present day. (Ibid, vol. I, p. 98.) In certain years also the town voted, as in 1833, "that the selectmen be a supperintending school committee." (Ibid., p. 24.) The selectmen have had the authority to appoint all town officers not specifically elected at the town meetings; and acting as general executive agents for the town, their duties have hardly varied since the establishment of their office in 1830.

Annual Reports

19. TOWN REPORTS, CRANBERRY ISLES, MAINE, 1908--. 1 vol. containing 29 reports. First printed in 1909 for fiscal year of 1908.
Reports of major town officers and committees, including the following: report of the selectmen (reporting also as assessors and overseers of the poor), giving valuation of real and personal estates, no. of polls, rate of taxation, and itemized account of annual appropriations, expenditures, and balances for each town account; report of tax collector, giving amount of the annual commitment, amount collected and deposited with the treasurer, and balance uncollected; report of the treasurer, giving a summary of annual receipts, expenditures, and balances; report of the town clerk, giving the no. of births, marriages, and deaths each year; report of the school committee, giving an account of progress made the previous year and recommendations for the ensuing year; report of superintendent of schools, giving names and salaries of teachers, accounts of school expenditures, and recommendations for ensuing year; report of the auditor, certifying the accuracy of accounts investigated. Also included are lists of delinquent taxpayers, lists of voters (1909-32), warrants for town meetings, with articles for consideration, and lists of resident and non-resident taxpayers (1929-35). Arr. under office headings. 1908-35, not indexed; 1936--, indexed alph. by subjects. 1100 pp. 8 x 6 x 3. Res. of Frank Stanley, Islesford (private collection).
Cranberry Isles reports at the Maine State Library: 1908--. Cranberry Isles reports at home of Leslie M. Rice, 1st sel., Great Cranberry Island: 1934--.

Finance

20. (Selectmen's Financial) JOURNAL, 1855--. 2 vols. Missing: 1873-1910.
Record of receipts and expenditures, giving amounts of appropriations for receipts and date, order no., purpose, payee, and amount for expenditures. Also included are records of taxes assessed for state, county, and school and highway district purposes (1855-72); accounts of receipts and expenditures for school districts, 1855-72; record of receipts from auctioneers' licenses, 1856, 1865, 1867; separate account of expenditures for poor relief, 1855; and copies of letters from the inhabitants of the town requesting aid, 1857-58. Arr. chron., with each type of record entered in a separate section of each vol.; school district accounts arr. chron. under district no. headings. No index. Hdw. 87 pp. $12\frac{1}{4}$ x 7 3/4 x $\frac{1}{4}$; 250 pp. $12\frac{1}{4}$ x 7 3/4 x 1. 1 vol., 1855-72, file cabinet, I. C.; 1 vol., 1911--, file cabinet, res. of 1st sel.

21. (Selectmen's Financial) LEDGER, 1933--. 1 vol. No prior ledger kept.
Record of receipts and expenditures posted from the Journal, entry 20, under the following account headings: contingent fund, public wharf, town hall maintenance, roads, street lights, schools, town debt, poor relief, and snow removal. Receipts give unexpended balance and amount of annual appropriation; ex-

penditures give date, order no., payee, and amount; accounts balanced annually. Arr. chron. under account headings. Indexed alph. by account names. Hdw. on pr. forms. 136 pp. 14 x 8 3/4 x 3/4. File cabinet, res. of 1st sel.

22. RECORD OF ORDERS, TOWN OF CRANBERRY ISLES, 1930--. 1 vol. No prior separate record of orders kept; similar records, 1855--, in (Selectmen's Financial) Journal, entry 20.
Record of orders drawn on the treasurer by the selectmen, giving date, payee, order no., purpose (town officers, contingent fund, public wharf, town hall maintenance, roads, street lights, schools, poor relief, town debt, interest, and snow removal), amount, and remarks showing a description of miscellaneous orders. Arr. chron. Hdw. on pr. forms. 200 pp. 16½ x 14 x 3/4. File cabinet, res. of 1st sel.

23. (Stubs of) ORDERS, TOWN OF CRANBERRY ISLES, 1934--. 2 vols. Prior records not preserved.
Stubs of orders drawn on the treasurer by the selectmen, giving amount, date, payee, purpose, and order no. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 13½ x 10¼ x 1. File cabinet, res. of 1st sel.

24. (PAID BILLS), 1830--. 3 bdles., 60 papers. Missing: 1838-1936.
Miscellaneous paid bills for material, supplies, and services, giving names of creditor and debtor, description of merchandise or services, cost of each item, total, date of bill and date paid, and signature of creditor acknowledging receipt of payment. Arr. chron., 1937--; 1830-37 not arr. No index. Hdw. and typed. Bdles., 8 x 3½ x 1/16; papers, 8 x 11. 60 papers, 1830-37, wooden chest, t. h. attic; 3 bdles., 1937--, res. of 1st sel.
For treasurer's copies of paid bills, see entry 39.

25. (PAID TOWN NOTES), 1935--. 1 bdle.
Paid notes for money borrowed by the town, giving date of note, conditions, amount, interest rate, date of maturity, and signatures of selectmen. Not arr. or indexed. Hdw. and typed on pr. forms. 8½ x 3 3/4 x 1/8. File cabinet, res. of 1st sel.

26. (SCHOOL AND ROAD ORDERS), 1935--. 6 bdles.
Orders presented to the selectmen by the road commissioner and superintendent of schools, giving date, amount, payee, purpose, order no., and signature of road commissioner or superintendent of schools. These orders are paid by the selectmen through a regular town order (entry 38) drawn on the treasurer. Arr. chron. No index. Hdw. on pr. forms. 5 3/8 x 3 x 1/8. File cabinet, res. of 1st sel.

27. (SELECTMEN'S COPIES OF TREASURERS' RECEIPTS), 1935--. 4 bdles.
Copies of receipts issued by the treasurer for money deposited in the town treasury, giving name of payer, receipt no., date, amount, purpose, account credited, and signature of treasurer. Arr. chron. No index. Hdw. on pr. forms. 7½ x 4 x 1/16. File cabinet, res. of 1st sel.
For treasurer's copies of receipts, see entry 40.

Elections
(See also entries 12, 13, 19)

28. (CHECK LISTS OF VOTERS), 1935--. 1 env.
Check lists of Cranberry Isles qualified voters prepared by the selectmen for

specified election dates; lists arr. alph. by names of voters. No index. Hdw. $3\frac{1}{2}$ x 11 x 1/8. Res. of Frank Bartlett, 2nd sel., Great Cranberry Island.
For town clerk's copies of check lists, see entry 12.

Miscellaneous

29. (BONDS OF TOWN OFFICERS), 1842, 1934--. 3 bdles., 1 paper.
Bonds of treasurers, tax collectors, road commissioners, and constables, giving names of principal and bondsmen, amount, date, and conditions of bond, date of expiration, signature of bondsmen and principal, notarization, date approved, and signatures of selectmen. Not arr. or indexed. Hdw., 1842; typed on pr. forms, 1934--. Bdles., 8 3/4 x $3\frac{1}{2}$ x $\frac{1}{4}$; paper, 13 x $8\frac{1}{2}$. 1 paper, 1842, wooden chest, t. h. attic; 3 bdles., 1934--, file cabinet, res. of 1st sel.

30. (MISCELLANEOUS CORRESPONDENCE), 1935--. 1 vol. Prior correspondence not preserved.
Correspondence received and copies of letters sent by the selectmen acting also as assessors and overseers of the poor. Arr. chron. No index. Hdw. and typed. 50 pp. $11\frac{1}{2}$ x $9\frac{1}{2}$ x 1 (loose leaf). File cabinet, res. of 1st sel.

III. OVERSEERS OF THE POOR

The town meeting vote of 1844 "that Selectmen serve as Assessors and Overseers of the Poor" is the first specific mention in Cranberry Isles town records of the office of overseers. (Town Meeting Records, vol. I, p. 98.) Mention of the office, except in the annual election of the selectmen to act in the capacity, occurs most infrequently in the town's records to the present. The explanation is to be found in the peculiar nature of the town: a fairly inaccessible and independent island community whose greatest population, reported in the 1910 Census, was 399. (Thirteenth Census of the United States, 1910, vol. II, p. 802.) Therefore, although the town annually provides that the selectmen be empowered to act as overseers should occasion arise, the occasions have proved so minor and infrequent that they are unrecorded, except briefly in the accounts and general correspondence of the selectmen, entries 20-22, 30, and the annual town reports, entry 19.

IV. ASSESSORS

The vote of the first town meeting "that Samuel Hadlock, Enoch Spurling and Joseph Moore serve as selectmen and assessors," established the office of the assessors. (Town Meeting Records, vol. I, p. 3.) The office has remained unchanged in structure and function to the present. For the assessors' annual report, see entry 19.

Inventories, Valuations, and Assessments
(See also entry 20)

31. VALUATION BOOK, TOWN OF CRANBERRY ISLES, 1921--. 11 vols. Prior to 1921 and 1927-32 lost or destroyed.
Inventory, valuation, and assessment of resident and non-resident polls and estates subject to taxation showing the following: name of owner, no. of polls in household; description of real estate, no. and value of acres of land, no. and value of buildings, total value of real estate; inventory and value of personal property including live stock, live stock exempt from taxation, investments,

stock in trade, vessel property, lumber, vehicles, musical instruments, household furniture, finished products and raw materials, other personal property, total value of personal property; total value of real estate and personal property; poll tax, real estate tax, personal property tax, and total tax. Arr. alph. by name of property owner, with residents and non-residents entered in separate sections of each vol. No index. Hdw. on pr. forms. 150 pp. 21 x 16 x $\frac{1}{2}$. 8 vols., 1921-34, file cabinet, I. C.; 3 vols., 1935--, res. of 1st sel.

Abatements
(See also entries 1, 35)

32. (RECORD OF TAX ABATEMENTS), 1931--. 1 vol. Record begun in 1931.
Record of taxes abated, giving name of taxpayer, date of assessment, date of abatement, cause of abatement, kind of tax abated, total abatement, and remarks. Arr. chron. No index. Hdw. on pr. forms. 25 pp. 13 3/4 x 8$\frac{1}{2}$ x $\frac{1}{4}$. Res. of 1st sel.

33. (STUBS OF TAX ABATEMENT SLIPS), 1936--. 1 vol. Prior records destroyed.
Stubs of abatement slips given taxpayers, showing no. of abatement, name of taxpayer, year of assessment, kind of tax abated, total abatement, date and cause of abatement, and name of tax collector. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 10$\frac{1}{4}$ x 4 x 5/8. Res. of 1st sel.

Real Estate Transfers

34. TRANSFERS OF REAL ESTATE, TOWN OF CRANBERRY ISLES, 1934--. 3 vols.
Copies of real estate property transfer records received from the Hancock County registry of deeds and used by the assessors for reference in making valuations, giving names and addresses of grantee and grantor, date and place of transaction, description of property, date recorded, vol. and p. no, in which the transaction was recorded, and name of register of deeds. Arr. chron. No index. Typed. 15 pp. 11$\frac{1}{2}$ x 9 x $\frac{1}{4}$ (loose leaf). Res. of 1st sel.

V. TAX COLLECTOR

The town's fourth action at its first meeting was to vote "that Samuel Hadlock serve as town treasurer and collector." (Town Meeting Records, vol. I, p. 3.) The offices of treasurer and collector were combined, being filled by one election on one warrant article, until 1871 when the town filled the offices by separate elections. (Ibid., vol. II, p. 126.) The offices have remained separate to the present, although occasionally, as in the current year, they may both be filled by one person. The tax collector has always been chosen for a one year term and his payment has annually been in commission on the taxes collected, a commission that has incidentally ranged as high as 6% and as low as 1$\frac{1}{2}$%, being currently 2%. Since 1929 the tax collector has assumed responsibility for automobile excise tax collection although there is no record in the town meetings of any specific vote in the matter. For the collector's annual report, see entry 19. For records of tax sales, see entries 1 and 11.

Collection of Taxes

35. NEW FORM COLLECTOR'S TAX LIST BOOK, 1935--. 3 vols. Prior records destroyed.
Tax collector's annual list book containing assessors' warrant, certificate,

and commitment, with tax list forms giving name of taxpayer, no. of polls in household, value of real estate and personal property, poll tax, real estate tax, personal property tax, amount of abatement (if any), total tax, and date and amount paid. Arr. alph. by name of taxpayer. No index. Hdw. on pr. forms. 50 pp. $7\frac{1}{2}$ x 5 x $\frac{1}{4}$. Res. of W. A. Spurling, t. col., Islesford.

36. (MOTOR VEHICLE EXCISE TAX RECEIPTS), 1935--. 2 vols. Prior records destroyed.

Copies of motor vehicle excise tax receipts, giving date of payment, name and address of car owner, amount of tax, receipt no., make and type of vehicle, year of manufacture, engine and serial nos., balance due (if any), and signature of excise tax collector. The original of this form is given to the taxpayer and one copy is sent to the office of the secretary of state. Arr. chron. No index. Hdw. on pr. forms. 75 pp. $3\frac{1}{4}$ x 7 x $\frac{1}{2}$. Res. of t. col.

VI. TREASURER

The office of treasurer was established in Cranberry Isles at the first town meeting, on June 19, 1830, when Samuel Hadlock was elected to serve during the year as treasurer and collector. (Town Meeting Records, vol. I, p. 3.) Thereafter the treasurer was annually elected also as tax collector until 1871, when the town separated the offices and elected two separate officers; the offices have remained separate to the present although occasionally one man has been elected to fill the functions of both. (Ibid., vol. II, p. 126.) The duties of the treasurer have varied only slightly to the present; for the officer's annual report, see entry 19.

Receipts and Expenditures

37. (Treasurer's Financial) LEDGER, 1855--. 3 vols. Title varies: Journal.

Record of receipts and expenditures, giving date, source, and amount for receipts and date, order no., payee, purpose, and amount for expenditures, with the balance unexpended or overdrawn shown annually. The town agent's attestation of the accuracy of the accounts is included, 1855-1911, and from 1912--, the auditor's statement is shown each year. Also entered are school district accounts (1855-79) and highway district accounts (1883-87), giving amount of annual appropriation for each district, orders drawn by the selectmen for district expenditures, and annual balances. Despite the title (Ledger), all records, except school and highway district accounts, are entered in journal form without ledger account headings; school and highway district accounts are entered in ledger form under district no. headings. Arr. chron., with school and highway district accounts entered in separate sections of the early vol. No index. Hdw. Vols. vary 169-396 pp. $13\frac{1}{2}$ x 6 3/4 x 3/4 - 14 x 8 3/4 x $1\frac{1}{4}$. 2 vols., 1855-1910, file cabinet, I. C.; 1 vol., 1910--, res. of W. A. Spurling, tr., Islesford.

Highway district accounts, 1888-94, see entry 41.

38. (PAID TOWN ORDERS), 1935--. 2 bdles., 1 env. Prior records destroyed.

Selectmen's orders paid by the treasurer, giving amount, date, payee, purpose, order no., and signatures of selectmen. Not arr. or indexed. Hdw. on pr. forms. Bdles., 6 x 3 x 3; env., 9 x 4 x $\frac{1}{2}$. Desk, res. of tr.

39. (PAID BILLS AND RECEIPTS), 1832--. 1 bdle., 1 carton, 1 letter folder, Missing: 1838-1931.

Miscellaneous receipts and receipted bills for materials and services purchased

by the town, giving names of debtor and creditor, date of bill and date paid, amount, description of material or services, and signature of creditor as acknowledgment of payment. Not arr. or indexed. Hdw. and typed. Bdle., 9 x 3 x 1/16; carton, 12 x 12 x 8; letter folder, 9 x 4 x 1/8. Res. of tr.
For selectmen's copies of paid bills, see entry 24.

40. (TREASURER'S RECEIPTS), 1935--. 3 vols. Record begun in 1935.
Copies of receipts issued to persons depositing money in the town treasury, giving name of payer, date, amount, purpose, account credited, receipt no., and signature of treasurer. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 7½ x 4 x 3/4. Desk, res. of tr.
For selectmen's copies of receipts, see entry 27.

41. (Highway District) JOURNAL, 1888-94. 1 vol. 1883-87 in (Treasurer's Financial) Ledger, entry 37.
Record of receipts and expenditures for road construction and maintenance in each highway district, giving amounts of annual appropriation and unexpended balance for receipts and date, order no., payee, purpose, and amount for expenditures. Arr. chron. under district no. headings. No index. Hdw. 200 pp. 12½ x 7 3/4 x ½. File cabinet, I. C..

Taxes

42. (STATE AND COUNTY TAX BILLS), 1832--. 16 papers. Missing: 1838-1935.
Bills from the state assessors and county commissioners for state and county taxes due, giving date of bill, date and amount of taxes due state or county, and signatures of state assessors (if state tax bill) or county commissioners (if county tax bill). Not arr. or indexed. Hdw. on pr. forms. 8 x 10½. 12 papers, 1832-37, wooden chest, t. h. attic; 4 papers, 1936--, desk, res. of tr.

Bank Account

43. BAR HARBOR BANKING AND TRUST CO. (Check Stubs), 1935--. 2 vols. Prior records destroyed.
Stubs of checks issued for town expenses, giving check no., date, amount, payee, purpose, and no. of selectmen's order (entry 38) for which check was issued. Arr. chron. No index. Hdw. on pr. forms. 125 pp. 14 x 9½ x 1. Desk, res. of tr.

44. (DEPOSIT SLIPS, CANCELED CHECKS, AND BANK STATEMENTS), 1935--. 31 envs.
Bank deposit slips, giving date and amount deposited; canceled checks, giving name of bank, check no., date, amount, payee, purpose, and signature of treasurer; monthly bank statements, giving amount of each check drawn, date and amount of each deposit, and balance. Each envelope contains all three types of records and represents the town's banking business for one month. Arr. chron. No index. Hdw. on pr. forms. 9½ x 4½. Desk, res. of tr.

VII. AUDITOR

The modern office of town auditor appears in Cranberry Isles to have stemmed from the earlier office of town agent, although the fact is made evident only in the treasurer's financial ledgers described in entry 37. The duties of a town agent by Maine law are implied in the provision that the "inhabitants of every town . . . may also defend any suit or action commenced

against them; and for this purpose the said inhabitants . . . may nominate and appoint one or more agents or attornies." (Public Laws, 1821, ch. 114, sec. 7.) That these duties were not the only ones of the Cranberry Isles town agent, first elected in 1831 and last elected in 1918, seems clear from the fact that between 1855 and 1911 the town finances as recorded in the treasurer's ledger were annually certified by the town agent to be correct. (Town Meeting Records, vol. I, p. 15; vol. IV, p. 106.) In 1912, the office of town auditor was established, and from that year to the present one auditor has annually been elected; over the same period, the certification of town accounts has been made by the auditor rather than the agent. (Ibid., vol. III, p. 341.) There is frequently a record of the town meeting vote to accept the town agent's report as read; the auditor's report appears annually in the published town report, see entry 19. The only other records of these non-record-keeping offices are in the treasurer's ledgers, referred to previously, described in entry 37.

VII. ROAD COMMISSIONER

Cranberry Isles did not elect officers to supervise road construction and repair until the meeting of February 12th, 1831, when the town elected five highway surveyors to serve within specified highway districts. (Town Meeting Records, vol. I, pp. 8-9.) 1897 was the last year that surveyors were elected, and in 1898 the town adopted the commissioner system of road supervision, electing one road commissioner for the town as a unit. (Ibid vol. III, pp. 120, 130.) The road commissioner's duties are primarily those of active road construction supervision, (see Revised Statutes, 1930, ch. 27, sec. 77), and until recently few records have been made or kept by the officer, memoranda on expenses being turned over to selectmen but not preserved. Since 1935, road commissioner's expenses have been enumerated in orders drawn on the selectmen, see entries 26 and 45. But, in general, keeping records of town roads is a function of the selectmen and clerk rather than of the commissioner; records of town roads are found in the town's votes on roads laid out by the selectmen and recorded by the clerk, entry 1, and the selectmen's financial records for road expenses, entries 20-23, 26. An annual report on road repair and construction is included in the selectmen's annual report, see entry 19.

45. (STUBS OF ORDERS), 1935--. 9 vols.
Stubs of orders (entry 26) drawn on the selectmen by the road commissioner, giving date, payee, amount and purpose of order, and order no. Arr. chron. No index. Hdw. on pr. forms. 100 pp. $3\frac{1}{2}$ x $8\frac{1}{2}$ x $\frac{1}{2}$. Res. of Elwood Spurling, rd. com., Great Cranberry Island.

46. (Road Commissioner's Financial) LEDGER, 1936--. 1 vol. Record begun in 1936.
Record of receipts and expenditures, giving amount of appropriation for receipts and date, purpose, and amount for expenditures; expenditures for labor give wage rate, total wages per day, and total for month. Receipts and expenditures are listed under the following accounts: town wharf, state-aid road, Islesford state-aid road, and Harding road. Arr. chron. under account headings. No index. Hdw. 88 pp. 13 x $8\frac{1}{2}$ x $\frac{1}{2}$. Res. of rd. com.

IX. SCHOOL COMMITTEE

Cranberry Isles' first town meeting which was held "at the school house in Great Cranberry Island" elected four school agents to administer school affairs within the township. (Town Meeting Records, vol. I, p. 3.) In 1831, a

school committee of three members, each to serve one year, was first elected; and in the year following, 1832, the town first voted a provision occasionally repeated in later years, "that the selectmen be a supperintending school committee." (Ibid., vol. I, pp. 9, 15.) Until 1835 both school agents and school committee were annually elected, but in the March meeting of that year it was voted "that a school committee be chosen in Liew of School Agents." (Ibid., vol. I, p. 36.) The town showed no long-term consistency in this policy of coordination, for after three or four years it began again electing both groups of school officials concurrently; since 1893, however, when the agents were last elected, the school department's structure has been more unified. (Ibid., vol. III, p. 75.) Control of schools is vested in the three man school committee (since 1895 elected for revolving three year terms) and the separately elected superintendent of schools, first chosen at the town meeting of 1899. (Ibid., vol. III, p. 146.) On March 12, 1908, the superintendent of schools was first elected by the school committee rather than by the town. (Ibid., vol. III, p. 228.) In 1917, the passage of the "Act . . . to Provide for the Formation of Unions" authorized the state superintendent of public schools "to combine all of the towns of the state . . . into unions for the purpose of employing superintendents of schools." (Public Laws, 1917, ch. 188, sec. 1.) Under this provision, Cranberry Isles was included in school union #98 which held its first joint committee meeting August 28, 1918, and thereafter elected one union superintendent. (Record of Union School Committee Meetings, vol. I, p. 3.) The headquarters of superintendent of the union are in Southwest Harbor where all current records of Cranberry Isles kept separately, as well as all combined records of union as a whole, are housed: for union records see the Southwest Harbor inventory, entries 67 to 78. For the annual reports of the Cranberry Isles school committee and the union superintendent acting as Cranberry Isles superintendent of schools, see the Town Reports, entry 19.

Minutes and Reports

47. RECORDS (of Meetings of School District #2), 1885-93. 1 vol. School districts abolished in 1893.

Minutes of the meetings of the inhabitants of school district no. 2, giving date and place of meeting, business discussed and voted on, and signature of school agent acting as secretary. Arr. chron. No index. Hdw. 144 pp. 10½ x 8 x ½. File cabinet, I. C.

For other school district meetings, 1862-93, see entry 1.

48. (RECORD OF SCHOOL COMMITTEE MEETINGS), 1913--. 1 vol. 1908-12 in Records of the Town (Meetings) of Cranberry Isles, entry 1.

Minutes of the meetings of the Cranberry Isles school committee, giving date and place of meeting, members present, business discussed and voted on, and signature of superintendent of schools acting as secretary. Arr. chron. No index. Hdw. and typed. 50 pp, 8 x 6 3/4 x 3/8. Off. of supt. of sch., Oddfellows bldg., Southwest Harbor.

49. (ANNUAL REPORT OF THE SCHOOL COMMITTEE), 1928--. 9 reports.

Copies of annual reports submitted to the Cranberry Isles selectmen by the Cranberry Isles school committee, giving an itemized account of receipts and expenditures for the following school accounts: common schools, text books, common school supplies, apparatus and equipment, repairs, janitor and cleaning, fuel, domestic science, health nurse, and physical director. Filed chron. No index. Typed. 11 x 8½. File cabinet, off. of supt. of sch.

Finances

50. SCHOOL ACCOUNT BOOK, 1914--. 3 vols.
Superintendent's record of receipts and expenditures for the following Cranberry Isles school accounts: school fund (tuition, board of pupils, text books, desk and laboratory supplies, teacher's wages, fuel, janitor and cleaning, and conveyance), repairs, apparatus and equipment, lots and buildings, superintendence, school committee and office expense, compulsory education, medical inspection, physical education, rent, insurance, light, and power, and industrial education (industrial arts, home economics, agriculture, and evening school). Receipts give balance unexpended, annual appropriation, amounts received from the state, tuition and incidentals, date, and total; expenditures give order no., date, payee, purpose, and total. In the back of each vol. there are recapitulation accounts showing the distribution of expenditures by schools. Arr. chron. under account headings. A table of contents gives account names and page references. Hdw. on pr. forms. Vols. aver. 128 pp. 16 1/3 x 13 1/6 x 5/8. Off. of supt. of sch.

51. (STUBS OF SCHOOL ORDERS), 1929--. 5 vols. Prior records destroyed.
Stubs of orders (entry 26) issued to the selectmen by the superintendent of schools, giving order no., town, date, payee, purpose, and amount. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 4 x 3 x $\frac{1}{2}$. Off. of supt. of sch.

52. (CRANBERRY ISLES SCHOOL BILLS), 1928--. 2 file folders, 2 file boxes, 5 envs., 1 file drawer.
Originals and duplicates of bills for supplies delivered to Cranberry Isles schools; non-current bills, paid by school orders on selectmen (see entry 51), show notation of school committee's approval; current bills await approval. Arr. chron. No index. Hdw. and typed (generally on pr. forms). File folders, 12 x 9 x $\frac{1}{2}$; file boxes, $9\frac{1}{4}$ x $3\frac{1}{2}$ x 12 3/4; envs., 11 x $7\frac{1}{2}$; file drawer, 4 3/4 x 9 x $12\frac{1}{2}$. Off. of supt. of sch.

53. (TEACHERS' AND JANITORS' PAYROLLS), 1933--. 1 file drawer. 1929-33 in Teachers' (and Janitors' Pay)Rolls, entry 74, Southwest Harbor inventory.
Semi-monthly payrolls for teachers and janitors of Cranberry Isles schools, giving name of employee, days worked, amount of salary due, and total payroll. Arr. chron. No index. 4 3/4 x 9 x $12\frac{1}{2}$. File cabinet, off. of supt. of sch.

Academic Records

54. TEACHERS' ELEMENTARY SCHOOL REGISTER, 1934--. 12 pamphlets. Prior records destroyed.
Annual record kept by Cranberry Isles elementary school teachers for each school grade with forms giving name of pupil, grade preceding and current school years, age September 1 of current year; daily record of tardiness, dismissal, absence, and presence during term, total for each of three terms and year; record of promotion or non-promotion at end of year; remarks; term summaries, giving name, address, and weekly salary of teacher; dates of opening and closing of term and length of term in weeks; no. of pupils registered (boys, girls, and total); aggregate attendance of all pupils, average attendance, no. of instances of tardiness, dismissal, and truancy, no of pupils not absent one half day; no. of pupils (boys, girls, and total) conveyed to school at town expense; nos. and dates of superintendent's and citizens' visits; no. of daily recitations and classes in all studies individually listed; dates of sight and

hearing tests, no. of pupils examined, no. found defective in either; summary of teacher's professional experience and training; teacher's certification of accuracy of record; yearly recapitulation of term summaries showing additionally distribution of enrollment by grades, no. of pupils in same grade more than one year, and summary of school's physical capacity and equipment. Arr. alph. by names of students and chron. by terms. No index. Hdw. on pr. forms supplied by the state department of education. 9 pp. 11½ x 9½ x 1/16. Off. of supt. of sch.

Miscellaneous

55. (CRANBERRY ISLES SCHOOL CENSUS), 1929--. 1 bdle.
Cumulative card census of Cranberry Isles school children by family units, with form showing name of parent or guardian, and (for each person in family of school age) name, sex, date of birth, and age in year of entering school. Arr. alph. by surnames of parents. No index. Hdw. on pr. forms. 5 x 3 x 5/8. File drawer, off. of supt. of sch.

56. (Textbook Inventory of) SCHOOL #4, SUTTON ISLAND, 1894-1904. 1 vol.
Discontinued in 1904.
Inventory of textbooks used in school #4, Sutton Island, giving name of pupil, names and nos. of books in the pupil's care, dates the books were loaned to and returned by the pupil, condition of books when loaned and returned, and remarks. Arr. chron. Indexed alph. by name of pupil. Hdw. on pr. forms. 80 pp. 8½ x 6 7/8 x 3/8. File cabinet, I. C.

57. SPECIFICATIONS AND CONTRACTS, 1936--. 1 file drawer.
Lists of specifications for repairs necessary on Cranberry Isles schools; no contracts are included at present. Not arr. or indexed. Hdw. and typed. 4 3/4 x 9 x 12½. File cabinet, off. of supt. of sch.

X. TRUANT OFFICERS

In 1894 the Cranberry Isles March Meeting elected four truant officers to enforce school attendance. (Town Meeting Records, vol. III, p. 82.) Since that time the officers have been chosen annually, although not by town election since 1900 when the appointment was first made by the selectmen. (Ibid., vol. III, p. 158.) In 1919 the school committee began making the appointment, occasionally voting that the town constables be instructed to act; in the current year, two truant officers have been separately elected by the committee. (Record of School Committee Meetings, vol. I, pp. 27, 44-57, passim.) The duties of the truant officers, who keep no records and make no written reports, are specified in Revised Statutes, 1930, ch. 19, sec. 79.

XI. HEALTH OFFICER

Cranberry Isles' first election of a health officer is one of the earliest and most interesting in the county. It occurred at the meeting of March 2, 1846, when the town voted "that Michael Green shall serve as health Officer to visit Mr. William P. Preble or any other house where small pox or contagious disease shall be found to be and is to have 25 cent per day and not to proceed but once a day unless ordered by selectmen." (Town Meeting Records, vol. I, p. 115.) The election was never repeated, however; the next mention of the office, occurring in 1892, is the record of a selectmen's appointment of one man to the local board of health for a three year term; it seems evident that a

three man board was already in existence at the time, although the date of its establishment cannot be determined. The three man board was replaced in 1918 by a single health officer who continues to be appointed annually by the selectmen for a one year term. (Town Meeting Records, vol. IV, p. 155.) The officer keeps no records and publishes no report, but for a town clerk's record of ordinances passed by the board of health in 1907, see entry 11. Statutory regulations governing the administration of this office are given in Revised Statutes, 1930, ch. 22, sec. 8.

XII. FIRE WARDENS

The date of establishment of the office of fire warden in Cranberry Isles cannot be precisely determined, but the earliest mention of it appears to be in the selectmen's appointment of four fire wardens in 1892. (Town Meeting Records, vol. III, pp. 56, 57.) Since that time the office appears to have been filled regularly by selectmen's appointment. The fire wardens keep no records and publish no reports, their duties being only to watch at any forest or brush fires breaking out on the island. Cranberry Isles has no fire-fighting equipment but depends on the volunteer assistance of citizens in case of fires in buildings on the islands. The duties of fire wardens are outlined in Revised Statutes, 1930, ch. 11, sec. 34.

XIII. CONSTABLES

The first town meeting in Cranberry Isles established the office of constable with the election of one officer. (Town Meeting Records, vol. I, p. 3.) The office has been annually filled to the present, although beginning in 1931 it has been by selectmen's appointment rather than town election. (Ibid., vol. V, p. 36.) The office, which is non-record-keeping and publishes no reports, fulfills the same functions now as in the year of its establishment a century ago.

XIV. SEALER OF WEIGHTS AND MEASURES

Cranberry Isles' sealer of weights and measures was first elected at the town meeting of February 12, 1831. (Ibid., vol. I, p. 15.) The office has been filled fairly regularly to the present, although in the twentieth century it has been more often by selectmen's appointment than by town election, following the precedent established in 1900. (Ibid., vol. III, p. 158.) The duties of this non-record-keeping office are those outlined in Revised Statutes, 1930, ch. 53, secs. 1-27.

XV. SURVEYORS OF LUMBER, WOOD AND BARK

A surveyor of lumber is mentioned in Cranberry Isles town records as early as 1833 when the town meeting elected one surveyor. (Town Meeting Records, vol. I, p. 29.) The officers have in recent years been appointed by the selectmen following the precedent set in 1900 when the first appointment is recorded. (Ibid., vol. III, p. 159.) In later years the title of the office has become expanded, and although there is nowhere in the town records any indication of the surveyors' duties, it is probable that they have not changed materially to the present. For the Maine statutes regulating the sale of lumber, wood, and bark, see Revised Statutes, 1930, ch. 51, secs. 1-2, 13, 14.

XVI. CARETAKER OF TOWN HALL

The town meeting of 1906 was the first to elect a caretaker for the Cranberry Isles town building constructed in 1904; in 1936-37 the officer has been appointed by the selectmen. (Town Meeting Records, vol. III, p. 239; vol. V, p. 207.) The first floor of the building is in the school year used for the town's grammar school, so that the caretaker's responsibilities are the routine ones of keeping the building warm, clean, and in good condition.

XVII. BALLOT AND ELECTION CLERKS

Ballot and election clerks to officiate at state and national elections held on the islands were first appointed by the selectmen in 1892. (Ibid., vol. III, pp. 58-59.) Two officers to serve in each of Cranberry Isles' voting districts are now appointed biennially for a two year term; their duties, being those outlined in Revised Statutes, 1930, ch. 8, sec. 13, involve neither records nor reports.

XVIII. MODERATOR

The first officer elected at Cranberry Isles' first town meeting in 1830 was a moderator. (Town Meeting Records, vol. I, p. 3.) Since that time at every annual town meeting the moderator has been the first officer elected; his duties require him only to preside over the meeting at which he is elected in accordance with Maine law; see Revised Statutes, 1930, ch. 5, secs. 33-35, for a statement of his full authority. He keeps no records and makes no reports.

PART C: DEFUNCT OFFICES

XIX. CULLER OF DRY FISH

At the town meeting of February 12, 1831, the town elected one culler of dry fish. (Town Meeting Records, vol. I, p. 7.) The office was refilled in four subsequent years, the last record being in 1837 when the town's action on the 23rd warrant article was to vote "that Thomas Manchester be fish culler." (Ibid., p. 62.) The office left no records from which to discover the reason for its disappearance, but it is probable that, although they were a fishing community, the islands were not sufficiently active in fish exporting to need these officers after 1837. Since the early Maine laws outline no duties for cullers of dry fish, it is probable that this office in Cranberry Isles derives from the earlier Mount Desert office established under Massachusetts laws, see p. 68.

XX. FENCE VIEWERS

Two fence viewers were chosen at Cranberry Isles' first town meeting in 1830. (Ibid., p. 3.) This election continued annually through the 19th century, but in the present century the office has usually been filled by selectmen's appointment only as the occasional need for fence viewers' services arose; the last year in which an appointment was made was 1920. (Ibid., vol. IV, p. 175.) The office has not been record-keeping, but for a clerk's record of fence viewers' decisions, see entry 1. For the law governing this office, see Revised Statutes, 1930, ch. 32, secs. 1-16.

XXI. FIELD DRIVERS

Cranberry Isles' first town meeting elected four field drivers, and for more than twenty years thereafter the election of from one to five of these officers occurred annually. (Town Meeting Records, vol. I, p. 3, et passim.) However, after 1859 the field drivers were only twice elected, the last record of the office being in the 1880 town meeting's election of three. (Ibid., vol. II, p. 233.) The field drivers, whose functions closely paralleled those of the pound keeper, kept no records or reports.

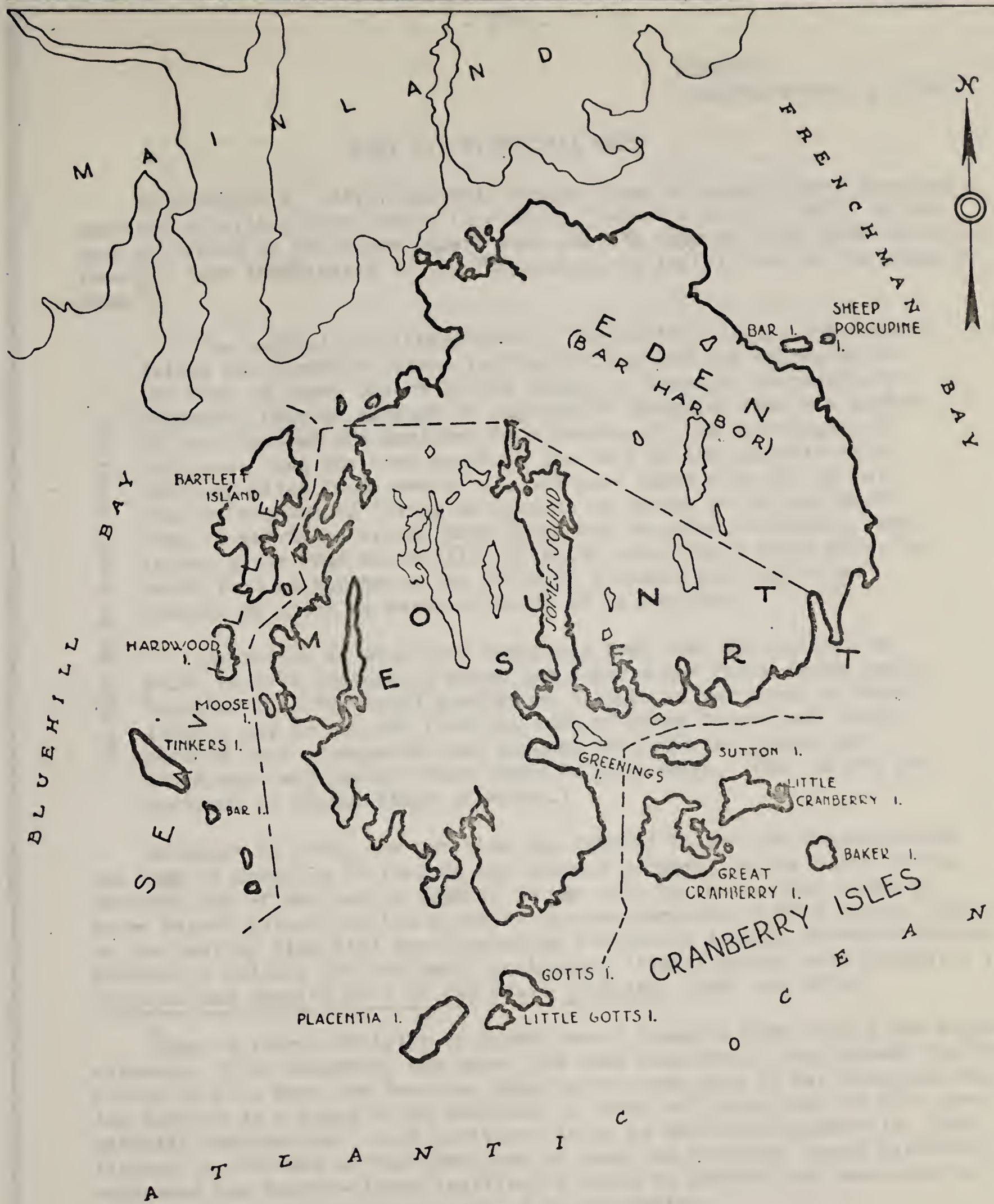
XXII. POUND KEEPER

At the meeting of April 12, 1832, the town elected Cranberry Isles' first town pound keeper, and went on to vote "that Hannah Spurling's barn be a town pound for this year." (Ibid., vol. I, pp. 15, 16.) The procedure in most later years was the same, although the location of the pound and the number of pound keepers varied from time to time. The last mention of the office is the record of a pound keeper's appointment and oath on August 7, 1920; presumably no need for the office has existed since that time. (Ibid., vol. IV, p. 176.) Although pound keepers left no records, their duties in regard to impounding stray beasts are specified in Public Laws, 1821, ch. 128, sec. 1.

XXIII. TYTHINGMEN

Tythingmen were elected in Cranberry Isles, as far as the records show, in only one year, 1832, when the February 18th meeting chose one officer. (Town Meeting Records, vol. I, p. 24.) The principal duties of the tythingmen, as outlined in section 10 of the "Act for the due observation of the Lord's day" passed by the first Maine legislature, were to see that the rather stringent provisions of the act were properly observed by every town "inn or public house of entertainment" and also "to examine all persons whom they shall have good cause . . . to suspect of unnecessarily travelling . . . on the Lord's day". (Public Laws, 1821, ch. IX, sec. 10.) It is probable that Cranberry Isles with its population of less than 300 souls settled on four scattered islands found, after trial, little practical need for the office.

SEAVILLE, 1838-1859



THE TOWNS OF
MOUNT DESERT, 1838

0 1 2 3 4 5 6
SCALE IN MILES

SEAVILLE
(records entry, p. 174)

PART A: HISTORICAL NOTE

On November 3, 1837, Constable Daniel Somes of Mount Desert itemized expenses totalling fifty cents (including "Travel 3 miles 0 12"); he had just delivered to the Mount Desert town clerk a copy of a petition addressed from six town inhabitants to the "honorable the Legislature of the state of Maine":

> The undersigned inhabitants of Bartlett's Island, Robinson's Island and Hardwood Island in Bluehill bay and now belonging to the town of Mount Desert in the county of Hancock, respectfully represent that on account of our remote situation from the centre of said town we are excluded from nearly all the privileges of citizens; that the town meetings one half of the time are held thirteen miles from some of us, and nine miles from all of us; that on account of living on islands we cannot go to town meetings in carriages or on horse back, but in order to attend, must (after going from one to five miles by water) walk eight miles by land; that we pay taxes for building highways and support of schools of which we receive little or no benefit.
>
> Wherefore we pray your honorable body that the islands on which we live containing about one hundred and fifty inhabitants, together with the small contiguous islands as far south as Ship island, may be set off from the town of Mount Desert and incorporated into a separate town endowed with all the powers and privileges enjoyed by other towns in this state. (Ms. in the Department of State, State of Maine.)

The town to be named Seville.

On March 9, 1838, the petition was granted in the act incorporating the town of Seaville to include the islands bounded "on the North by the northern end of Bartlett's Island, on the east by the western coast of Mount Desert Island, on the South by the southern end of Ship Island, and on the West by Blue Hill Bay, including Bartlett's Island, Hardwood Island, Robinson's Island, and the small contiguous Islands within said bounds. . . ." (Private and Special Acts of the State of Maine, 1838, ch. 440.)

Thus, a fourth division of Mount Desert became a town in its own right, although, it is observed, not under the name requested. But between the two points in time when the town was incorporated and when it was disorganized, its history is a blank to be sketched in today only with the aid of a sympathetic imagination. In a petition, dated at Seaville December 18, 1858, fifteen inhabitants of the town (ten of them, be it noted, named Bartlett) addressed the thirty-eighth legislature about to convene and once more represented the town on the subject of incorporation:

> . . . Bartletts Island, Hardwood Island, Tinkers Island, Ship Island, Bar Island & Trumpet Island, all small Islands lying westerly and contiguous to the Island of Mount Desert, were incorporated some fifteen years since or more into a Town called Seaville, all of those Islands lay near the shore of the present towns of Mount Desert and Tremont and they will be much better accomodated and have less boating & travel to attend town meetings in these towns than under their present organization, that they have only twenty three

taxable polls and three of those aliens in said Seaville. They therefore would respectfully ask your respective bodies to discontinue their present organization as a Town, and to annex Bartletts Island to the Town of Mount Desert, and to annex all the other Islands to the Town of Tremont. (Ms. in the Department of State, State of Maine.)

Once again the state legislature accommodated the townspeople, and the history of the town of Seaville ended on February 24, 1859, in the act repealing its incorporation. It was provided that Bartletts Island and two fifths of the town valuation be returned to Mount Desert and that the remaining islands and three fifths of the valuation be annexed to Tremont. (Private and Special Laws, 1859, ch. 276.)

PART B: TOWN RECORDS

The town clerk's record, listed below, is the only volume of Seaville town records discovered by the Historical Records Survey in the course of its program in Mount Desert. The Seaville town clerk's attestation of several of the entries here recorded enabled the Survey workers to differentiate this volume from the Mount Desert town records among which it was found. It is possible that other Seaville records may be preserved in private possession either of islanders or of collectors outside the region.

RECORD OF BIRTHS, DEATHS, PUBLISHMENTS, MARRIAGES AND CATTLE MARKS, 1824-58. 1 vol.

Family record of births, 1824-55, giving names and birthdates of parents, and names and birthdates of their children. Record of deaths, 1843-56, giving name of deceased and date of death. Record of publishments (intentions of marriage), 1842-55, giving names and residences of contracting parties, date of filing intentions, and attestation of town clerk. Record of marriages, 1841-54, giving names and residences of contracting parties, date of marriage, name of person performing ceremony, and attestation of town clerk. Record of cattle marks, 1844, 1847, giving name of owner, description of brand, date recorded, and attestation of town clerk. There is also included, 1858, a list of men on these islands eligible for enrollment in the militia. Arr. chron. (births within family groups), with each type of record entered in a separate section of the vol. A table of contents lists the types of records entered and the p. no. on which each begins. No index. Hdw. 140 pp. 10 x 7 3/4 x 3/4. Safe, store of L. Lawrie Holmes, Mount Desert town clerk, Northeast Harbor.

TREMONT, 1848-1937

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THE TOWNS OF
MOUNT DESERT, 1848

0 1 2 3 4 5 6
SCALE IN MILES

TREMONT
(first entry, p. 184)

PART A: TREMONT AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

The fourth division of the town of Mount Desert occurred on June 3, 1848, when the town of Mansel was set off and incorporated by an act of the Maine legislature. The new town was bounded to include "All that part of the town of Mount Desert . . . lying south of a line commencing at Andrew Fernald's north line on Somes' Sound; thence across the mountain . . . to the southeast corner of lot number one hundred and fourteen, on a plan of said town by John S. Dodge; thence westerly on the south line of said lot . . . to Seal Cove Pond, and continuing the same course to the middle of said pond; thence northerly up the middle of Upper Seal Cove Pond . . . to the south line of lot marked 'Reuben Noble,' on said plan; thence westerly on the south line of said last named lot to the sea shore, together with Moose Island, Gott's Island, and Langley's [now Greenings] Island, with the inhabitants thereon." (Private and Special Laws of the State of Maine, 1848, ch. 98, sec. 1.)

These original boundaries enclosed about forty-two square miles, nearly one-third of the area of the Island. (Mount Desert Island, and the Cranberry Isles, p. 35. N. K. Sawyer, printer. Ellsworth, 1871.) But in February, 1859, the boundaries of Tremont were first revised when the act of March 3, 1838, incorporating the town of Seaville was repealed and Hardwood and Tinkers Islands together with three-fifths of the Seaville valuation were assigned to Tremont. (Laws, op. cit., 1859, ch. 276.) One further revision of the town's boundaries was made in February, 1905; at that time the eastern part of Tremont was set off and incorporated as the town of Southwest Harbor. (Ibid., 1905, ch. 71.)

The name under which the town was incorporated honored the Sir Robert Manselle who was one of the original patentees of Mount Desert Island by James the First's 1620 grant to the Council for New England. (Hazard, Ebenezer, Historical Collections, vol. I, p. 106. Philadelphia, 1792.) The English had tried to fasten the name Mount Mansell on the whole Island, in contradistinction to the French who had named it Mount Desert; but while they were successful eventually in securing possession of the land, the English never succeeded in shaking off the original French name. As for the name Mansel, it was promptly rejected even by its own townspeople; a legislative act renamed the town Tremont on August 8, 1848, and the last town record citing the earlier name is the meeting warrant dated August 31, 1848, "at Mansel or Tremont." (Laws, op. cit., ch. 160; Town Meeting Records, vol. I, p. 18.) The name Tremont apparently derives from three prominent mountain peaks within the town, although in deciding which peaks, specifically, authorities differ widely.

The history of Tremont is not clearly distinguishable from that of Mount Desert generally. It was settled by the same hardy Gloucester fisherfolk who scattered over the rest of the Island, bearing with them the social and governmental institutions that had been familiar to them in their Massachusetts homes. They gained their living from the forests and from the sea, directly. Although economic statistics for the community are scarce, a business directory of the town for the year 1871, when the population was about 1800, lists five boat builders, six ship contractors, three master ship carpenters, thirteen ship carpenters, four ship joiners, eight calkers and gravers, one sail maker and one rigger; the two factories in the directory were both engaged in

fish canning, and eight cod fish curers and herring fishers were separately listed. (Mount Desert Island, Sawyer, op. cit., pp. 50-55.) Water power was plentiful for saw, shingle, and grist mills which annually produced and shipped hundreds of thousands of board feet of lumber and staves. (Ibid., p. 23.) In 1937, the Maine Register listed for Tremont only three boat builders, one carpenter and two masons, one fish canner, one fish dealer and two lobster dealers, six general stores, one tourist camp and one hotel. (Maine Register, pp. 723-4. Portland, 1937.) It appears that the summer resident trade, which has been comparatively slow in reaching the town from other parts of the Island, may in the future make up for diminishing returns from the boatbuilding and fishing industries. The population of Tremont in 1850 was 1425; it reached a peak of 2036 in 1890, declined to 1116 in 1910 following Southwest Harbor's separation in 1905, and has continued to decrease gradually to the 954 listed in 1930. (Ninth Census, 1870, Population of Civil Divisions . . . at the Census of 1870; and . . . at the Censuses of 1860 and 1850, vol. I, p. 159; Eleventh Census, 1890, p. 197; Thirteenth Census, 1910, vol. II, p. 802; Fifteenth Census, 1930, Population, vol. III, p. 1035.)

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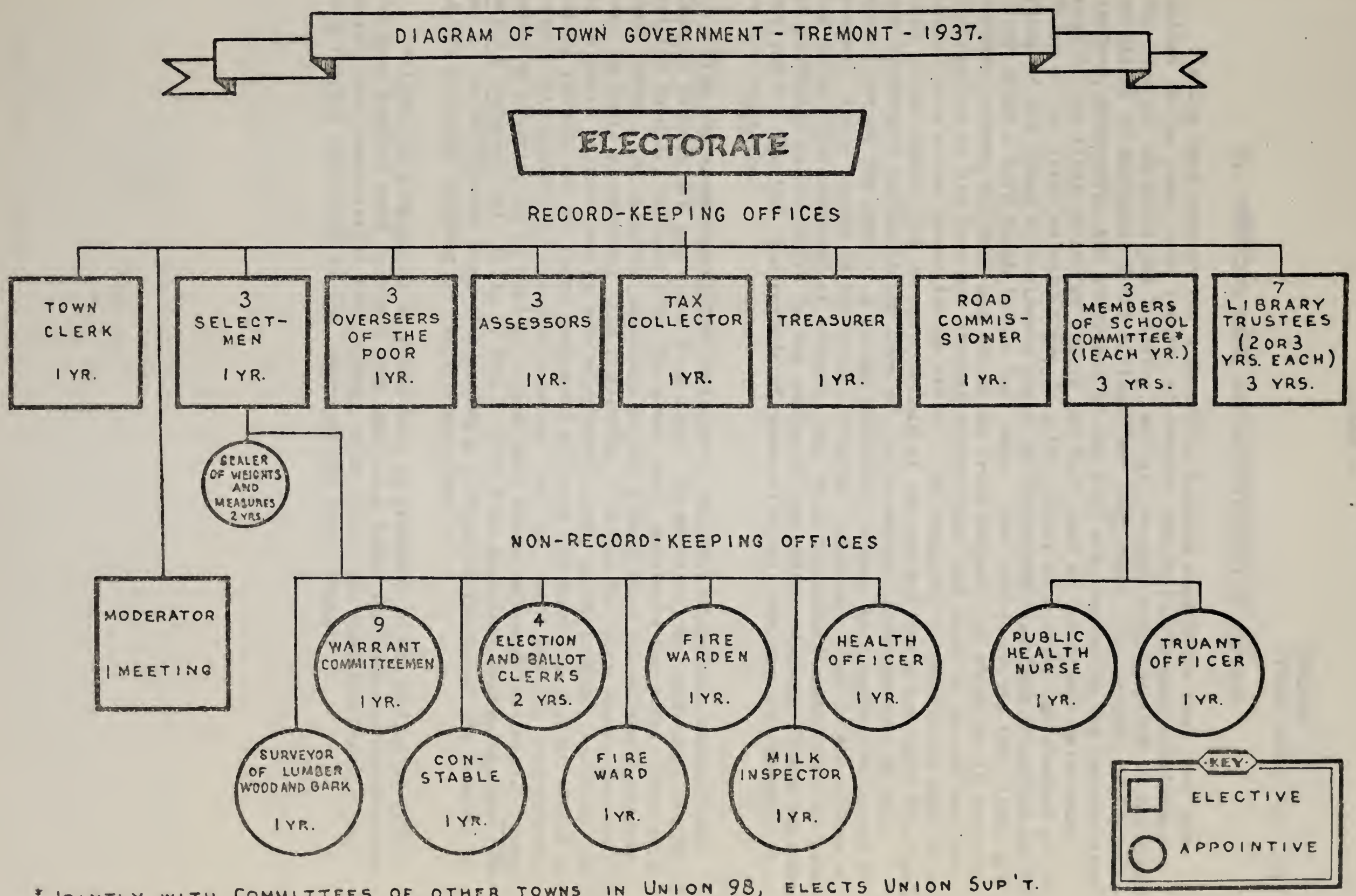
2. GOVERNMENTAL ORGANIZATION

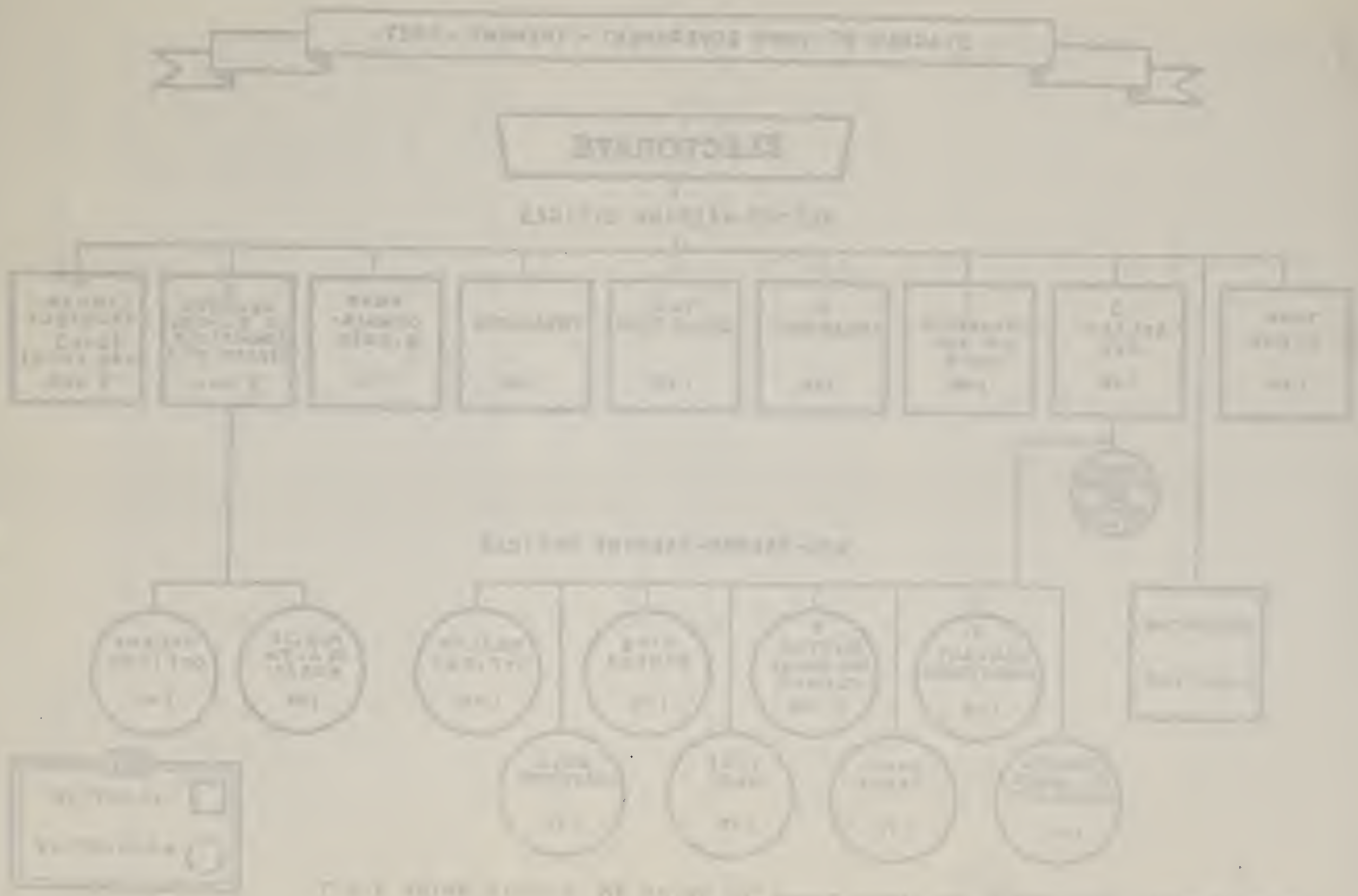
Tremont's government from its incorporation followed the regular town meeting pattern established in the parent town of Mount Desert. The first town meeting, "duly notified and holden at the Red School House in Bass Harbor in the town of Mansel . . . on the ninth day of August A. D. 1848", established the following town offices, those marked with an asterisk being now defunct: moderator, town clerk, selectmen, assessors, overseers of the poor, treasurer, tax collector, constable, superintending school committee, school agents*, highway surveyors*, fence viewers*, pound keepers*, surveyors of lumber and measurers of wood and bark, and auditors*. (Town Meeting Records, vol. I, pp. 14-18.)

At later town meetings the following additional offices were from time to time established: 1849, surveyors of wood and lumber, field drivers*, town agent*, and hog reeves*; 1853, tythingmen*; 1855, fire wards; 1860, road commissioner; 1871, sealer of weights and measures; 1882, deer wardens*; 1885, fish and game wardens*; 1886, supervisor (or superintendent) of schools; 1888, truant officers; 1891, fire wardens; 1892, weighers of hay and grain, ballot and election clerks; 1899, board of health* and police officer*; 1905, weigher of coal; 1926, milk inspector; 1928, health officer and public health nurse; and 1931, warrant committee and library trustees. (Ibid., I-VIII, passim.)

The first town meeting voted "that the annual town meetings in this town be holden on the first monday in March annually", a provision that has held to the present time. (Ibid., vol. I, p. 18.) Although the pattern of Tremont's government has been modified by the extinction of certain offices and their replacement by others newly-created, the town governmental functions continue not radically changed. Perhaps the most significant modifications have been the abolition of school and highway district systems at the close of the nineteenth century, whereby the administration of schools and roads has become centralized in the town-elected school committee and road commissioner.



*JOINTLY WITH COMMITTEES OF OTHER TOWNS IN UNION 98, ELECTS UNION SUP'T.



TREMONT
(first entry, p. 184)

3. *HOUSING, CARE, AND ACCESSIBILITY OF RECORDS

Taking into account the unfavorable housing conditions that have prevailed in the past, most records of Tremont are in fairly good condition. The town has no municipal building, and all records are deposited in the homes or places of business of the officers who keep them. The records of the selectmen, assessors, and overseers of the poor are located in the service station of the first selectman and in the boat shop of the second selectman. Those of the first selectman are in a book case, on a desk, and stacked on the floor at his place of business; those of the second selectman are piled on the floor under a work bench in his boat shop. The records of the town clerk are divided between his home and the Union Trust Company, of which he is cashier. The records at his home are stacked on the floor and desk in his office, and stored in a wooden chest in the attic. The treasurer's records are kept in a safe at her home. The current records of the tax collector are kept in a desk and pasteboard carton at the home of the incumbent; older records of this agency are at the home of a former collector, stored in a cardboard box in a closet. For a report on the school records, which are filed in the office of the union superintendent of schools, see the introductory sketch for the town of Southwest Harbor which is the centre of the union. Although their accommodations are limited, the records of these officials are open for inspection to the researcher.

With the exception of the treasurer's records, therefore, none of the Tremont records are protected from fire. In addition, no systematic method of keeping records, particularly the older ones, exists in the town. When officers change, the retiring officials do not always turn all of their records over to their successors; this procedure, followed for many years, has resulted in valuable records having been misplaced, lost, or destroyed. As it is, existing records may be found scattered all over the township. In an effort to remedy this condition, the town voted at the 1937 March meeting to purchase a suitable building to be used as a town hall and a selectmen's office. (Town Meeting Records, vol. VIII, p. 205.) From this excellent beginning, the town may go on to the next step of building a fire-proof vault for the records it is now bringing together in one storage place.

*Since the completion of field work in Tremont, in the spring of 1937, the town meeting vote to buy a town hall as a place for meetings and records storage has been carried into effect, with the result that the location of many records described in the inventory has been changed.

PART B: TOWN OFFICES AND THEIR RECORDS

I. TOWN CLERK

At its first legal meeting on August 9, 1848, the town of Tremont "by major vote and by ballot . . . chose John S. Dodge Town Clerk". (Town Meeting Records, vol. I, p. 14.) The officer has been elected in the same manner annually since that time for a one year term. He has always been chosen and sworn into office directly after the moderator. The duties of the Tremont clerk, as outlined in the Maine statutes, have varied only slightly since the establishment of his office in 1848. The clerk publishes no annual report.

Town Meetings

1. TOWN MEETINGS, 1848--. 8 vols. Labelling varies. Title varies: Record of Town Meetings; Record of Town Meetings and Officers.

Copy of the act of the Maine legislature incorporating Mansel, June 3, 1848, (name changed to Tremont August 8, 1848). Warrants, returns of warrants, and minutes of regular and special town meetings showing action taken on warrant articles and including results of local, state, and national elections; oaths of elected town officers; approval of eligible jurors, 1852-1934; record of formation of fifteen school districts, 1848, and alteration of limits and numbers of districts, 1848-65. The following records are entered outside the town meeting minutes in these volumes: appointments of officers, oaths of appointed officers, tax collector's notices and returns of tax sales; description of the division and record of perambulation of town lines between Tremont and Mount Desert, Tremont and Southwest Harbor, 1848-1934; highway surveyors' appointments and district limits, 1848-88; intentions and marriages, 1848-52; minutes of school district meetings, 1851; fence viewers' decisions, 1859-60; pauper indenture, 1862; road commissioners', constables', treasurers' and tax collectors' bonds, 1905--; permits granted public utilities to erect and maintain poles and wires, 1907-8; registration of promissory notes, 1908. Arr. chron. 1 vol., 1908-17, alph. thumb indexed by subjects in front of vol.; other vols. not indexed. Hdw. Vols. aver. 340 pp. $13\frac{1}{4}$ x $8\frac{1}{4}$ x 1. 6 vols., 1848-1917, home of Eugene Stanley, t. c.; 2 vols., 1918--, U. T. Co., Tremont.

Marriages, 1852-84, see entry 6; 1884-92, 1910-32, see entry 3; 1892-1910, 1932--, see entry 8. Intentions, 1852-84, see entry 6; 1884-92, 1910-32, see entry 3; 1892-1910, 1932--, see entry 7. Promissory notes, 1881--, see entry 15. Permits granted public utilities, 1892, see entry 15; 1915--, see entry 22. Fence viewer's decision, 1887, see entry 15. Selectmen's record of highway surveyors' appointments and limits, 1876-88, see entry 28. Perambulation of town lines, 1891, see entry 15.

Vital Statistics

2. RECORD OF BIRTHS, 1848-69, 1892-1909, Mar. 26, 1936--. 3 vols. Missing, 1870-85. 1886-91, 1910-36 in Record of Births, Deaths, Intentions of Marriage, Marriages, entry 3.

One vol., 1848-69, contains family records of births, showing names of parents, name of child, date and place of birth. 2 vols., 1892-1909, and Mar. 26, 1936--, show in addition sex, color and condition of child; birthplaces and residence of parents, occupation of father, no. of children born to this

mother, no. living, no. of this child, name and address of person reporting birth, date recorded by town clerk, signature of town clerk. 1936--, occasional corrections entered with births on same forms chronologically by date of deposition, space for name and address of person reporting birth being used for person making deposition. 1 vol., 1848-69, arr. chron. within family units; 2 vols., 1892-1909 and 1936--, arr. chron. 1892--, indexed alph. by name of child, other not indexed. 1848-69, hdw.; 1892--, hdw. on pr. forms. Vols. aver. 170 pp. 12 x $9\frac{1}{4}$ x $\frac{1}{2}$. Home of t. c.

3. RECORD OF BIRTHS, DEATHS, INTENTIONS OF MARRIAGES, MARRIAGES, 1884-92, 1910-Apr. 8, 1936. 4 vols. Title varies: Marriages, Births and Deaths.

Births, 1886-91, show names of parents, name of child, date and place of birth. Deaths, 1886-92, show name of deceased, date, place, and cause of death. Intentions of marriage, 1884-92, show names of contracting parties, residences, date of filing, date certificate granted, by whom recorded. Marriages, 1884-92, show names of contracting parties, residences, date of marriage, by whom recorded. Births, 1910-36, contain same information as in entry 2 after 1892. Corrections of birth records by depositions, 1929-36, included as in entry 2. Deaths, 1910-29, show date and place of death; name, age, place of birth, sex and marital condition of deceased, disease or other cause of death, occupation of father (if deceased is under 15 years old), names and birthplaces of parents, name and address of physician or other person reporting death, place and date of burial, name of cemetery, name and address of undertaker, date received by town clerk, certification of death by town clerk. Intentions of marriage, 1910-32, show no. of intention, date, name, residence, age, color, occupation, birthplace, and marital status of each contracting party; names, residences, birthplaces, and occupations of parents; date certificate issued, name of person making record. Marriages, 1910-32, show same information as intentions of marriage, with the exception of no. of intention, and in addition name, residence and official station of person performing ceremony. 1884-92, arr. chron.; 1910-36, arr. chron. within 4 subject subdivisions. 1910--, separate indexes to each type of record in front of vols., arr. as in entries 2, 7, 8, and 10; others not indexed. Hdw. on pr. forms. Vols. aver. 189 pp. $14\frac{1}{2}$ x $9\frac{1}{2}$ x 1. Home of t. c.

Births, 1848-69, 1892-1909, Mar. 26, 1936--, see entry 2. Deaths, 1892-1910, 1929--, see entry 10. Intentions and marriages, 1848-52, see entry 1; 1852-84, see entry 6; intentions, 1892-1910, 1932--, see entry 7; marriages, 1892-1910, 1932--, see entry 8.

4. (BIRTH CERTIFICATES), 1892--. 1 env.

Original birth certificates, containing information transcribed in entries 2 and 3 after 1892. Not arr. or indexed. Hdw. on pr. forms. 12 x 8 3/4 x 1. Box, home of t. c.

5. (DEPOSITIONS CORRECTING BIRTH RECORDS), 1927--. 1 bdle.

Original depositions correcting errors and omissions in births recorded 1855-83, showing same information as in entries 2 and 3 after 1892. Not arr. or indexed. Hdw. on pr. forms. $10\frac{1}{4}$ x 8 x $\frac{1}{2}$. Box, home of t. c.

6. RECORD OF INTENTIONS OF MARRIAGES AND RECORD OF MARRIAGES, 1852-84. 2 vols.

Intentions of marriage show names of contracting parties, residences, date of filing, date certificate issued, by whom recorded and name of person granting

certificate. Marriages show names of bride and groom, residences, by whom married, date, by whom recorded. Arr. chron. No index. Hdw. 150 pp. 10 1/8 x 7 7/8 x ½. Home of t. c.

Intentions and marriages, 1848-52, see entry 1; 1884-92, 1910-32, see entry 3; intentions, 1892-1910, 1932--, see entry 7; marriages, 1892-1910, 1932--, see entry 8.

7. RECORD OF INTENTIONS OF MARRIAGE, 1892-1910, 1932--. 2 vols.
Record of intentions of marriage, showing same information as in entry 3, 1910-32. Arr. chron. Cross indexed alph. by names of contracting parties. Hdw. on pr. forms. Vols. aver. 166 pp. 15½ x 10 x ½. Home of t. c.

Intentions, 1848-52, see entry 1; 1852-84, see entry 6; 1884-92, 1910-32, see entry 3.

8. RECORD OF MARRIAGES, 1892-1910, 1932--. 2 vols.
Record of marriages, showing same information as in entry 3, 1910-32. Arr. chron. Cross indexed alph. by names of contracting parties. Hdw. on pr. forms. Vols. aver. 180 pp. 15¼ x 10 3/4 x 3/4. Home of t. c.

Marriages, 1848-52, see entry 1; 1852-84, see entry 6; 1884-92, 1910-32, see entry 3.

9. (MARRIAGE CERTIFICATES), 1892--. 1 env.
Original marriage certificates, containing information transcribed in entries 3 and 8 after 1892. Not arr. or indexed. Hdw. on pr. forms. 12 x 9 x 1½. Box, home of t. c.

10. RECORD OF DEATHS, 1892-1910, 1929--. 2 vols. 1886-91, 1910-29 in Record of Births, Deaths, Intentions of Marriages, Marriages, entry 3.
Record of deaths, showing same information as in entry 3, 1910-29. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. forms. Vols. aver. 180 pp. 15 3/4 x 10 3/4 x 7/8. Home of t. c.

11. (DEATH CERTIFICATES), 1893--. 1 env.
Original death certificates, containing information transcribed in entries 3 and 10 after 1892. Not arr. or indexed. Hdw. on pr. forms. 9½ x 6 x 1. Box, home of t. c.

12. (Stubs of) BURIAL PERMITS, 1898--. 14 vols. Missing, 1914-21.
Stubs of burial permits, showing name of deceased, date of death, age of deceased, place and date of burial, name of undertaker to whom permit is issued, date, no. of permit. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 11 x 3½ x ¼. Home of t. c.

Real and Personal Property

13. (RECORD OF BILLS OF SALE), 1848-Sept. 5, 1859. 1 vol. Sept. 30, 1859-- in Record of Notes, Bills of Sale, Contracts, etc., entry 15.
Clerk's registration of bills of sale, showing place and date of sale, name of seller, description of property, amount of consideration, statement of lawful ownership, covenant to warrant and defend, signatures of buyer and seller, signatures of witnesses (if any), date received and filed, attestation of town clerk. Arr. chron. No index. Hdw. 135 pp. 8¼ x 6 3/4 x ½. Home of t. c.

14. RECORDS OF ATTACHMENTS, 1849-83. 1 vol. 1885-- in Record of Notes, Bills of Sale, Contracts, etc., entry 15.
Clerk's registration of attachments of property, showing place and date of attachment, name and location of property attached, name of owner, name of officer serving papers, name of court, date returnable, amount of attachment, signatures of witnesses (if any), date received and filed, attestation of town clerk. Arr. chron. No index. Hdw. 135 pp. 8¼ x 6 3/4 x ½. Home of t. c.

15. RECORD OF NOTES, BILLS OF SALE, CONTRACTS, ETC., 1859--. 6 vols. (J, K, O, Q, S, T). Title varies: Record; Record Bills of Sale, etc., Tremont; Record Mortgages, Bills of Sale, etc.
Clerk's registration of bills of sale, Sept. 30, 1859--; leases, 1880--; quit claim deeds, 1880--; liens, 1881--; promissory notes, 1881--; assignments of wages, 1882--; contracts and agreements, 1883--; real estate and chattel mortgages, 1883--; attachments of property, 1885--; foreclosures of mortgages, 1890--; conditional sales contracts, 1913--. Bills of sale and attachments of property show same information as in entries 13 and 14. Leases show description of property leased, terms of payment and other conditions, signatures of lessee and lessor. Quit claim deeds show names of grantor and grantee, quit claim unto grantee, considerations and conditions, covenant to defend grantee against any claims made through the grantor, signatures of grantor and grantee. Liens show name and residence of claimant, sworn statement of amount due, description of property on which lien is placed, oath and acknowledgment of signatures before notary or justice of the peace. Promissory notes show consideration, time of payment, name of payee, amount of note, interest rate, description of chattels if note is secured, signature of payor. Assignment of wages show name of assignee, consideration, amount of assignment, reason, period of assignment, name of party against whom claim is made, signature of assignor. Contracts and agreements show names of parties, terms of contract, signatures of both parties. Mortgages show names of mortgagee and mortgagor, amount of mortgage, time of payment, description of chattels or real estate, statement of lawful ownership, exceptions (if any), covenant to warrant and defend, provisions, signature of mortgagor. Foreclosures of mortgages show name of mortgagee, date of mortgage, description of property mortgaged, amount, name of mortgagor, name of assignee (if any), notice of intentions of foreclosure, date intentions were filed, name of officer serving papers, oath of officer, statement of fees. Conditional sales contracts show names of buyer and seller, description of goods sold, amount, time of payment, conditions of payments, signatures of both parties. In addition, all records show date and place of transaction, signatures of witnesses (if any), date received and filed and attestation of town clerk. The following miscellaneous records are also included in these vols.: weir and wharf permits, 1881-94; petitions for and permits granted public utilities to erect and maintain poles and wires, 1892; notice of a tax sale, 1887; claims against the town for damages, 1888; fence viewer's decision, 1887; perambulation of town lines, 1891. Arr. chron. No index. Hdw. and typed; carbon copies of conditional sales contract and promissory note forms pasted to pages infrequently, 1913--. Vols. aver. 360 pp. 13½ x 8 3/4 x ½. 5 vols., 1859-May 25, 1927, home of t. c.; 1 vol., May 26, 1927--, U. T. Co.

Bills of sale, 1848-59, see entry 13. Attachments of property, 1849-83, see entry 14. Promissory notes, 1908, see entry 1. Permits to public utilities, 1907-8, see entry 1; 1915--, see entry 22. Fence viewers' decisions, 1859-60, see entry 1. Weir and wharf permits (clerk's record), 1915--, see

entry 22; (selectmen's record), 1876-1914, see entry 28. Perambulation of town lines, 1848-1934, see entry 1.

16. SHEEP AND CATTLE MARKS, 1850-1905. 1 vol.
Record of marks of sheep and cattle owned by Tremont residents, with form showing a description of the brand, name of owner, date of recording, attestation of town clerk. Arr. alph. by names of owners. No index. Hdw. 125 pp. 8¼ x 7 x ½. Home of t. c.

Elections

17. REGISTER FOR (Party) ENROLLMENT OF LEGAL VOTERS, TOWN OF TREMONT, ME., 1928-35. 2 vols.
Democratic and Republican party enrollments, showing name of member, residence, party of present enrollment, place and party of last enrollment, date of present enrollment. Arr. alph. by names of members. No index. Hdw. on pr. forms. 100 pp. 13 3/4 x 8½ x ½. Home of t. c.
Democratic enrollments, 1936--, see entry 18, Republican enrollments, 1936--, see entry 19.

18. RECORD OF ENROLLMENT OF MEMBERS OF DEMOCRAT PARTY, TREMONT, ME., 1936--. 1 vol. 1928-35 in Register for (Party) Enrollment of Legal Voters, Town of Tremont, Me., entry 17.
Democratic party enrollments, showing name of member, residence, place and party of last enrollment, date of filing. Arr. alph. by names of members. No index. Hdw. on pr. forms. 100 pp. 13 3/4 x 8½ x ½. Home of t. c.

19. RECORD OF ENROLLMENT OF MEMBERS OF REPUBLICAN PARTY, TREMONT, ME., 1936--. 1 vol. 1928-35 in Register for (Party) Enrollment of Legal Voters, Town of Tremont, Me., entry 17.
Republican party enrollments, showing name of member, residence, place and party of last enrollment, date of filing. Arr. alph. by names of members. No index. Hdw. on pr. forms. 100 pp. 13 3/4 x 8½ x ½. Home of t. c.

20. (CHECK LISTS OF VOTERS), 1895--. 2 vols. and one duplicate vol. for 1896, 10 rolls. Missing, 1897-1926.
Voting lists compiled and deposited with clerk annually before elections by selectmen, with form showing date of election and, in alph. order, names of all residents eligible to vote. The municipal officers consider and use these as voters' registrations as well as check lists. Arr. chron. 3 vols. only, 1895-96, tab indexed. Hdw. 1895-96; pr. 1927--. Vols. aver. 17 pp. 13½ x 8¼ x ¼; rolls, 11½ x 1. 3 vols., 1895-96, 5 rolls, 1927-31, home of t. c.; 5 rolls, 1932--, service station of 1st. sel.

Licenses and Permits
(See also entries 1, 28, 36)

21. (STUBS OF DOG LICENSES), 1893--. 6 vols. Missing, 1904-20.
Stubs of dog licenses, showing no., name of owner, sex, color, breed and name of dog, date of license, amount of fee paid, and expiration date of license. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 85 pp. 10 3/4 x 4 3/4 x ½. 4 vols., 1893-1928, home of t. c.; 2 vols., 1929--, U. T. Co.

22. RECORD WEIR AND WHARF PERMITS, 1915--. 1 vol. Last entry Aug. 25, 1932.
Copies from the War Department, United States Engineers' Office, of permits to erect and maintain weirs and wharves in navigable U. S. waters, showing no. of permit, place and date, limit no. of feet from highwater mark and depth at mean low tide, provisions under which permit is granted, engineer's official title and signature, date of filing, town clerk's attestation, and selectmen's approval of permits. Copies of petitions from public utilities for the erection and maintenance of poles and wires, showing statement of petition, names of streets and highways to be affected, date, signature of utility company's official representative; notices of hearings on petitions, showing date, place and time, statement of right of residents and owners of property upon highways to be affected to have full opportunity to show cause why permit should not be granted, signature of selectmen, attestation of town clerk; record of permits granted, showing place and date. Arr. chron. No index. Hdw. 300 pp. 14 x $9\frac{1}{4}$ x $1\frac{1}{4}$. Home of t. c.

Weir and wharf permits (clerk's record), 1881-94, see entry 15; (selectmen's record), 1876-1914, see entry 28. Record of permits granted public utilities, 1892, see entry 15; 1907-8, see entry 1.

Military

23. (LISTS OF MEN ELIGIBLE FOR ENROLLMENT IN THE MILITIA), approx. 1881-1901. 1 vol.
Alph. lists biennially certified by assessors and recorded by clerk showing no., name, age, occupation and remarks for all persons in Tremont eligible for enrollment in militia. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 13 3/4 x $8\frac{1}{2}$ x $\frac{1}{2}$. Home of t. c.

Miscellaneous

24. (RECORD OF ROADS LAID OUT), 1849--. 3 vols.
Record of roads laid out by the selectmen, showing boundaries and descriptions to be voted upon at town meetings, together with notations by the town clerk, indicating results of voting. No roads have been laid out since Dec. 24, 1928, date of last entry. Arr. chron. 2 vols., 1849-78, 1882--, indexed chron. by date of acceptance of roads; 1 vol., 1879-81, no index. Hdw. 2 vols., 1849-81, condition poor. 2 vols., 1849-81, 48 pp. $12\frac{1}{2}$ x 7 7/8 x $\frac{1}{4}$; 1 vol., 1882--, 215 pp. $13\frac{1}{2}$ x $8\frac{1}{4}$ x 1. Home of t. c.

25. (TOWN CLERK'S CORRESPONDENCE), 1928--. 1 box.
Town clerk's miscellaneous correspondence relating to town affairs. Not arr. or indexed. Hdw. and typed. 11 3/4 x $4\frac{1}{4}$ x $10\frac{1}{2}$. U. T. Co.

II. WARRANT COMMITTEE

Tremont's town warrant committee was first chosen in 1931 when the selectmen appointed eleven members. (Town Meeting Records, vol. VII, pp. 477-487.) The committee has been appointed annually to the present, although its membership has varied in number from eight to eleven. The committee meets in advance of the annual town meeting to consider the annual departmental appropriations; its recommendations on budgetary warrant articles are published in the warrant which appears in the annual report, distributed before the town meeting; they considerably influence the meeting's consideration of the year's appropriations. The committee is non-record-keeping, for its report see entry 26.

III. SELECTMEN

The town meeting of August 9, 1848, chose three selectmen to serve in the year following and went on to vote that the selectmen be assessors and overseers of the poor and that they be authorized to appoint any necessary officers not elected by the town. (Town Meeting Records, vol. I, pp. 14, 15.) The selectmen have been elected in the same manner and with the same authority to the present and always to fill also the offices of assessors and overseers. The duties and records of the selectmen, as senior administrative agents for the town, have varied very slightly in the period since the establishment of their office.

Administration

26. ANNUAL REPORT OF THE MUNICIPAL OFFICERS OF THE TOWN OF TREMONT, ME., 1893--. 15 vols. Missing, 1894-1900, 1902, 1904-5, 1907-11, 1913, 1915-19, 1921-28. 1894 date of first publication for municipal year 1893.

Annual reports of the major town officers and committees including the following: selectmen (reporting also as assessors and overseers): summarising annual departmental receipts and expenditures, town valuations, assessments and abatements; treasurer: showing annual receipts from all sources, expenditures by town orders, and balances; superintending school committee: showing distribution of annual appropriations and recommendations for next annual budget; superintendent of schools (1894--): reporting school census statistics, academic progress and recommendations, and detailed receipts and expenditures; tax collector (1908--): showing taxes committed, collected, abated, and unpaid; road commissioner (1911--): reporting expenditures from town and state appropriations on roads serviced; public health nurse (1928--): reporting to the superintendent of schools on the number and nature of public health services to the town; warrant committee (1932--): recommendations on warrant articles. Town warrants for the ensuing year are included, 1900--. Reports in each vol. arr. under department headings. No index. Pr. 56 pp. $8\frac{1}{4}$ x 6 x 1/6. Service station of Clarence Stanley, 1st sel.

The town officials have no complete set of annual reports; Dennis Norwood, Tremont, has a complete set, 44 vols., 1893--. Tremont reports at the Maine State Library: 1897-1907, 1910--.

27. REPORTS OF MUNICIPAL OFFICERS OF TREMONT, 1851--. 4 vols. Missing 1874-88. Title varies: Records of Tremont; Record of Selectmen's Report; Record.

Draft copies of reports from major town officers for the annual town reports showing itemized accounts of appropriations and expenditures of all town departments and the financial standing of the town at the end of each fiscal year. Also included are copies of the warrants for annual town meetings, 1909--. Arr. chron. under department headings. Hdw., 1851-1923; typed carbons of department reports and meeting warrants attached to pages, 1924--. No index. 1851-73, 97 pp. $13\frac{1}{4}$ x 8 x $\frac{1}{4}$; 1889--, 277 pp. 14 x $9\frac{1}{4}$ x $2\frac{1}{4}$. 3 vols., 1851-1929, boat shop of C. M. Rich, 2nd sel.; 1 vol., 1930--, service station of 1st sel.

28. (Miscellaneous Combined) SELECTMEN'S RECORD, 1876--. 5 vols. Missing, 1848-75. Title varies: Record.

Copies of warrants and constables' returns for all town meetings and elections.

Results of national, state and local elections. Records of officers' appointments. Recorded complaints, hearings and commitments of insane. Records of selectmen's hearings on petitions to erect and maintain weirs, wharves, light and telephone poles and wires, and records of weir and wharf permits, 1876-1914. Citizens' petitions to selectmen to build roads and bridges. Copies of selectmen's and assessors' notices of public sessions to register voters, conduct hearings, settle accounts and adjust valuations and taxes. Records of highway surveyors' appointments and limits, 1876-88. Naturalization records, 1878. Copies of letters concerning pauper notices and denials sent to other towns, 1876-95. Lists of delinquent taxpayers, 1906-8. Copies of individual town officers' reports submitted for inclusion in annual town reports, 1907-8. Miscellaneous licenses issued, 1910-20. Record of notes negotiated by the selectmen, with the authorization of electorate, borrowing money in anticipation of taxes, 1910--. Applications for state aid for support of town poor, roads, and schools, 1915--. Record of road mileage, showing extent of each highway within the town and the combined total mileage, 1916. Record of tax abatements, 1930--, showing date, reason, and amount of abatement and name of taxpayer. Arr. chron. No index. Hdw., 1876-1909; hdw. and typed on pr. forms attached to pages, 1910--. 445 pp. 14 x 9½ x 1½. 3 vols., 1876-1909, boat shop of 2nd sel.; 2 vols., 1910--, service station of 1st sel.

Pauper notices and denials, 1896--, see entry 39. Delinquent taxpayers, 1919--, see entry 46. Weir and wharf permits (clerk's), 1892, see entry 15; 1915--, see entry 22. Tax abatements, 1884-1929, see entry 43. Clerk's record of highway surveyors' appointments and limits, 1848-88, see entry 1.

Finance

29. (Selectmen's Financial) RECORD, 1877--. 4 vols. Missing, 1848-76. Title varies: Journal.

Selectmen's records for town accounts, under all departments, of receipts (showing amount appropriated or received, date, payer) and expenditures (showing date, payee and amount) with annual balances. Arr. chron. under account headings. Indexed alph. by account names. Hdw. 414 pp. 14 x 9 x 2½. 3 vols., 1877-1914, 1930--, service station of 1st sel.; 1 vol., 1915-29, boat shop of 2nd sel.

30. RECORD OF ORDERS, 1861--. 12 vols. Missing, 1848-60. Title varies: Record of Orders Drawn on Treasurer; Record of Town Orders.

Selectmen's record of orders drawn on the treasurer, showing amount, date, payee, no. of order, purpose and remarks. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 100 pp. 15¼ x 11¼ x 3/4. 11 vols., 1861-1934, boat shop of 2nd sel.; 1 vol., 1934--, service station of 1st sel.

31. (Stubs of) TOWN ORDERS, 1899--. 17 vols.

Stubs of orders drawn on the treasurer by the selectmen for town expenses, showing amount, date, payee, purpose and no. of order. Although vols. for the period 1917-29 overlap in date, there are no duplications in the records. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 160 pp. 13¼ x 7¼ x 1. 10 vols., 1899-1933, boat shop of 2nd sel.; 7 vols., 1917-29, 1934--, service station of 1st sel.

32. (PAID BILLS), 1922--. 12 file boxes.

Paid bills for material delivered to the town, showing date, debtor, creditor, description of material, amount of bill, date of payment. Occasional receipts

are also included. Not arr. or indexed. Hdw. and typed occ. on pr. forms. 12 x 12 x 3. Service station of 1st sel.

33. REPORTS AND PAYROLLS (of FERA Projects), 1934-35. 1 file box.
FERA reports, receipts, payrolls and other forms for town projects with FERA form numbers as follows: 141, ML 10-C, ML 18, ML 192, ML 198 and 198-A, ML 199 and 199-A, ML 200 and 200-A, ML 240, ML 241, MSC 2, MSC 3, MSC 4, MSC 5. Not arr. or indexed. Hdw on pr. forms. 12 x 12 x 3. Service station of 1st sel.

Town Property

34. (TOWN DEEDS AND MORTGAGES), 1899--. 3 bdles.
Original warranty and quit-claim deeds and mortgages of town property. The legal recording of these original instruments will be found in the Hancock County registry of deeds. Arr. chron. No index. Hdw. and typed on pr. forms. 8 3/4 x 3 3/4 x 2. File box, service station of 1st sel.

35. (TOWN INSURANCE POLICIES), 1934. 1 bdle.
Insurance policies covering the public library of Tremont, showing expiration date, value of policy, amount of premium, name of holder, no. of policy, name of insurance company. Not arr. or indexed. Typed on pr. forms. $8\frac{1}{2}$ x $3\frac{1}{2}$ x $\frac{1}{4}$. File box, service station of 1st sel.

Permits
(See also entries 1, 21, 22, 28)

36. (STUBS OF PERMITS TO BURN BRUSH), 1936--. 1 vol. Record begun in 1936.
Stubs of permits to burn brush, slash, debris, blueberry land, and grassland, showing name of person to whom permit is issued, purpose, location of fire, date issued, date permit is to be used. Permits are made out in three sections, one for applicant, one for state forest commissioner, and one retained by selectmen. Arr. chron. No index. Hdw. on pr. forms. 25 pp. 13 x 4 x 1/8. Service station of 1st sel.

Miscellaneous

37. (Selectmen's) LETTERS, 1928--. 6 file boxes.
Correspondence to and copies of letters sent by selectmen relating to municipal affairs. Arr. alph. by name of correspondent. No index. Hdw. and typed. 12 x 12 x 3. Service station of 1st sel.

38. (TOWN OFFICERS' BONDS), 1929--. 1 bdle.
Original treasurer's, tax collector's and road commissioner's bonds, showing names of principal and sureties, name of bonding company, amount of bond, date, and signatures of parties. Arr. chron. No index. Typed on pr. forms. $8\frac{1}{2}$ x $3\frac{1}{2}$ x $1\frac{1}{4}$. Service station of 1st sel.

IV. OVERSEERS OF THE POOR

Tremont's first town meeting voted that the three selectmen it had chosen should act also as overseers; under the provision enacted by the first Maine legislature, that when overseers "are not specially chosen, the Selectmen

shall be Overseers of the poor", the relationship first established and still in effect in Tremont can be assumed to have existed even for those years when the town meeting made no specific reference to the overseers' office. (Town Meeting Records, vol. I, p. 15; Public Laws, 1821, ch. 122, sec. 3.) Although the first town meeting established the overseers' office, it is interesting to note that it also voted "to indefinitely postpone the 17 Article" of its warrant, namely, "To vote and raise a sum of money for the support of the town's Poor by loan or otherwise". (Town Meeting Records, vol. I, pp. 11-12, 17.) Because of the relationship between the offices of selectmen and overseers, some records of the overseers are found in the selectmen's miscellaneous records; for correspondence relating to paupers and for records of orders drawn for their support, see entries 28-29; for a clerk's pauper record, see entry 1. The overseers' report on annual departmental receipts and expenditures is included in the selectmen's report in town report, see entry 26.

39. PAUPER NOTICES, TOWN OF TREMONT (and) PAUPER DENIALS, TOWN OF TREMONT, 1896--, 2 vols.

Volumes containing stubs of two types of notices sent by Tremont overseers to overseers of other towns, informing them of support of out of town paupers temporarily resident in Tremont, or refusing support to alleged Tremont townspeople afforded relief by overseers of other towns. Stubs of notices show name of town notified, name of person(s) allegedly resident of that town, amount expended at time of notice, date of notice, and date of sending notice. Stubs of denials show name of town answered, date of notice received, name of person(s) denied aid, nature of reply, date of answer, and date of sending answer. Arr. chron., with half of each vol. devoted to notices, the other half to denials. No index. Hdw. on pr. forms. 50 pp. 11 x 8½ x 3/4. Service station of 1st sel.

V. ASSESSORS

In accordance with the first town meeting vote that "the Selectmen be assessors and overseers of the poor," as well as the Maine statute that if "any town shall not choose Assessors . . . then the Selectmen of such town shall be, and hereby are declared and appointed the Assessors thereof", the offices of assessors and selectmen have been closely related in Tremont since the town's incorporation. (Town Meeting Records, vol. I, p. 14; Public Laws, 1821, ch. 116, sec. 2.) The three selectmen who are annually elected for a one year term have regularly served also as assessors, and, as also for the records of the overseers, some of their records in their capacity as assessors are combined with the records of their office as selectmen, see entry 28. The duties of the assessors under the modern statutes vary only slightly from their duties as outlined by the first Maine legislature. For the selectmen's report on assessments and valuations, see entry 26.

Inventories, Valuations and Assessments

40. VALUATION BOOK, 1849--. 75 vols. Missing, 1850-52, 1855, 1860, 1862-68, 1899. Title varies: Tremont Valuation; Valuation Tremont; Tax Assessors Invoices and Valuation Book and Tax Record; Tremont; Tax Assessors Invoices and Valuation Form Book and Record of Assessment of Taxes.

Inventory, valuation and assessment of taxes on resident and non-resident taxpayers with forms showing name of taxpayer, no. of polls, no. of lot and

range (1870--), no. of acres and value of improved and unimproved lands, no. and value of buildings, no. and value of mills (1849-80), total value of real estate; inventory and value of personal property including livestock (poultry statistics, 1924--), carriages (automobiles, 1906--), household furniture (1881--), musical instruments (1881--; radios, 1927--), vessel property and shipping, lumber (1881--), stock in trade, machinery and other property of manufacturing capital (1881--), money on hand and at interest (stocks and securities, 1881--), total value of personal property; amounts of poll tax, personal property tax, and real estate tax apportioned to state, county, town, and highways (1849-92); and assessors' notice and certificate of assessment, 1881--. Arr. alph. by names of property owners. No index. Hdw. on pr. forms. 1869-70, condition poor. Vols. aver. 85 pp. 18 x 13¼ x ½. 6 vols., 1849, 1853-54, 1856-58, home of Mrs. Clarence Clark, Southwest Harbor (private collection); 64 vols., 1859-1931, boat shop of 2nd sel.; 5 vols., 1932--, service station of 1st sel.

41. VALUATION (List) BOOK, 1866-1908. 11 vols. Discontinued in 1909.
Title varies: Mud Book; Valuation Town of Tremont.
These volumes, with printed forms like those described in entry 40, were used by assessors to note annual changes in real or personal property holdings of Tremont taxpayers, before itemizing these holdings in the permanent valuation record. Except for the column showing names of taxpayers, the printed forms are disregarded, informal notations being provided where necessary opposite the names of taxpayers affected. Since 1908, information has been entered directly in Valuation Book, entry 40. Arr. alph. by surnames of taxpayers. No index. Hdw. on pr. forms. Vols. aver. 95 pp. 18¼ x 13 3/4 x 3/4. Boat shop of 2nd sel.

42. (DESCRIPTION OF PROPERTY), undated, approx. 1933--. 1 vol.
Record of inventory of real estate, showing names of resident and non-resident owners, descriptions and boundaries of property and lot nos. The first inventory, approx. 1933, relates only to property on which tax liens have been placed; since that date this vol. has been used for listing inventories of all real estate of resident and non-resident property owners. Arr. numerically by lot nos. No index. Typed. 100 pp. 14½ x 12 x 1. Service station of 1st sel.

Abatements
(See also entries 28 and 53)

43. ABATEMENT OF TAXES, 1884-1929. 2 vols. 1930-- in (Miscellaneous Combined) Selectmen's Record, entry 28.
Record of taxes abated, showing name of taxpayer, date of assessment, cause of abatement, amount and type of tax abated, remarks. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 13 3/4 x 8¼ x 3/4. Boat shop of 2nd sel.

44. (STUBS OF TAX ABATEMENTS), 1926--. 1 vol.
Stubs of abatement slips issued to tax collector, showing no., name of taxpayer, year and type of tax assessed, amount, date, and reason of abatement. Arr. chron. by date of abatement. No index. Hdw. on pr. forms. 68 pp. 10 x 4¼ x 3/4. Service station of 1st sel.
Abatement slips, 1935--, see entry 53.

Property Transfers

45. TRANSFERS OF REAL ESTATE, 1929--. 7 vols. Title varies: Conveyances of Real Estate.
Copies of warranty, quit-claim, and release deeds, abstracts of wills, administrators' deeds, agreements to sell, and sheriffs' deeds relating to property owned in Tremont, compiled periodically from the permanent land records in the Hancock County registry of deeds and used by Tremont assessors for reference in noting transfers of property and making valuations. Arr. chron. No index. Typed. Vols. aver. 65 pp. 11 1/8 x 8 3/4 x 3/8. Service station of 1st sel.

VI. TAX COLLECTOR

The office of tax collector, established at Tremont's first meeting, has been only slightly modified in function (and not at all in structure) to the present. The officer is elected annually for a one year term and is paid in a commission on collections which has ranged from 1 to 3 7/8 percent, being currently 1½. (Town Meeting Records, vol. I, p. 17, vols. II-VIII passim.) Since 1929, the tax collector has been responsible for automobile excise tax collection, in addition to the regular town taxes committed to him by the town assessors. The extant records in the custody of the tax collector are supplemented by the assessors' record of the total tax assessed and committed each year for collection, see entry 40, the selectmen's records of the total amount annually collected, see entry 29, and the clerk's complete records of tax sales, see entry 1. The tax collector has contributed since 1908 to the published annual town report, see entry 26.

Commitment and Collection of Taxes

46. COLLECTOR'S TAX LIST BOOK, 1919--. 13 vols. Missing, 1920-22, 1924, 1926.
Tax collector's list books, showing assessors' warrant, certificate of assessment, and commitment with form showing names of taxpayers, no. of polls, value of real estate, and personal property; poll, real estate, and personal property taxes, total tax, and notation of date paid. Arr. alph. by names of taxpayers. No index. Hdw. on pr. forms. 110 pp. 7¼ x 4 3/4 x 3/4. 8 vols., 1919-31, home of Charles Robbins, former t. col.; 5 vols., 1932--, home of Oscar Tolman, t. col.

47. (TREASURER'S RECEIPTS), 1933--. 2 bdles.
Receipts given tax collector by the treasurer for tax money deposited in the town treasury, showing date, amount, name of collector and signature of treasurer. Arr. chron. No index. Hdw. on pr. forms. 8 x 2 3/4 x 1½. Home of t. col.
Treasurer's stubs of receipts, see entry 51.

48. (AUTOMOBILE EXCISE TAX RECEIPTS), 1932--. 25 vols. Missing, 1929-31.
Triplicates of excise tax receipts, required by Public Laws, 1929, ch. 305, sec. 80, with forms showing town and date of payment, name and address of taxpayer, description of vehicle giving year of model and make of car, motor and serial nos., amount of tax, receipt no., and collector's signature; the original of this receipt goes to the taxpayer, the duplicate to the secretary of

state. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 6 3/4 x $3\frac{1}{2}$ x $\frac{1}{2}$. Home of t. col.

VII. TREASURER

Since the first town meeting, when one treasurer was elected for a one year term, the office of treasurer has been filled annually by town vote. (Town Meeting Records, vol. I, p. 15.) The responsibilities of the office have not varied significantly since its inception; for the treasurer's annual report, published in the town report, see entry 26.

Receipts and Expenditures

49. (Treasurer's) JOURNAL, 1849--. 3 vols. Missing, 1875-1904. Title varies: Record.
Treasurer's daily journal of town finances showing unexpended balances, receipts (date, source, reason, and amount) and expenditures (date, payee, no., and amount of order). Records of town notes, 1914--, show date of note, date of maturity, name of note-holder, duration of note, rate and amount of interest; notations on note payments show date of payment in full with interest. Arr. chron. No index. Hdw. 1849-74, 225 pp. $13\frac{1}{2}$ x $8\frac{1}{2}$ x 3/4; 1905--, 560 pp. 14 x 9 x 2. 1 vol., 1849-74, boat shop of 2nd sel.; 2 vols., 1905--, safe, home of Leita Lopans, tr.

50. (CANCELED ORDERS), 1924--. 4 bdles.
Selectmen's orders for town expenditures canceled by treasurer with form showing date, no. of order, amount, payee, purpose of order, and signatures of the selectmen. Arr. chron. No index. Hdw. on pr. forms. Bdles. aver. 6 3/4 x $4\frac{1}{4}$ x 3 3/8. 2 bdles., 1924-34, U. T. Co.; 2 bdles., 1935--, safe, home of tr.

51. (TREASURER'S RECEIPTS), 1924--. 5 vols. Missing, 1926.
Stubs of receipts for payments from the tax collector, showing date, amount, name of collector. Arr. chron. No index. Hdw. on pr. forms. 95 pp. $10\frac{1}{4}$ x 2 3/4 x $\frac{1}{2}$. 4 vols., 1924-34, U. T. Co.; 1 vol., 1935--, safe, home of tr.
Tax collector's copies of receipts, see entry 47.

Non-Payment of Taxes

52. (TAX COLLECTOR'S LIEN CERTIFICATE), 1933--. 1 bdle.
Collector's certificates of liens placed on real estate in Tremont to satisfy the town for non-payment of taxes, in accordance with Public Laws, 1933, ch. 244, sec. 1, with forms showing name of collector, date and amount of assessment, name of property-owner, description of property, amount of interest due, total amount claimed by town, statement of demand to delinquent taxpayer for payment, oath and acknowledgment of tax collector's signature before justice of the peace. Arr. chron. No index. Typed on pr. forms. 13 x $8\frac{1}{2}$ x 3/4. Safe, home of tr.

53. (TAX ABATEMENT SLIPS), 1935--. 2 bdles. Missing, records prior to 1935.
Original abatement slips, with forms as described in entry 44 plus assessors' signatures, turned over to treasurer by collector in lieu of payments abated. Arr. chron. No index. Hdw. on pr. forms. 13 x $8\frac{1}{2}$ x $\frac{1}{4}$. Safe, home of tr.
Abatement stubs, 1926--, see entry 44.

Bank Accounts

54. (DEPOSIT SLIPS), 1924-34. 1 bdle. Superseded in 1935 by (Bank Receipts), entry 55.
Duplicate deposit slips, showing date of deposit, names of bank and depositor, and amount of currency and checks deposited. Arr. chron. No index. Hdw. on pr. forms. 7 x 3½ x 2. U. T. Co.

55. (BANK RECEIPTS), 1935--. 1 bdle. Record begun in 1935, superseding (Deposit Slips), entry 54.
Bank deposit receipts showing name of bank, amount deposited, date, name of person making deposit, signature of bank cashier. Arr. chron. No index. Hdw. on pr. forms. 6 x 3½ x ¼. Safe, home of tr.

56. (Stubs of) BANK CHECKS, 1923--. 18 vols. Missing, 1925.
Stubs of checks issued for town expenses, showing check no., date, payee, amount, and reason. Arr. chron. No index. Hdw. on pr. forms. Vols. aver. 100 pp. 10 x 6¼ x 3/4. 16 vols., 1923-34, U. T. Co.; 2 vols., 1935--, safe, home of tr.

57. (CANCELED CHECKS), 1924--. 12 bdles.
Canceled checks returned from banks after payment, showing date, no., amount, payee, name of bank and signature of town treasurer. Arr. chron. No index. Hdw. on pr. forms. 10 x 3½ x 5½. 9 bdles., 1924-34, U. T. Co.; 3 bdles., 1935--, safe, home of tr.

58. (BANK STATEMENTS), 1924--. 7 bdles.
Monthly bank statements, showing name of bank, date, no. and amount of town checks canceled by bank, deposits, and balance of account. Arr. chron. No index. Typed on pr. forms. 11 x 4 x 4. 5 bdles., 1924-34, U. T. Co; 2 bdles., 1935--, safe, home of tr.

VIII. ROAD COMMISSIONER

At Tremont's first town meeting on August 9, 1848, nine highway surveyors were elected to supervise road construction in the nine highway districts then bounded and assigned. (Town Meeting Records, vol. I, p. 16.) The last mention of the office is in 1888 when the annual meeting "voted to have highway surveyors." (Ibid., vol. IV, p. 223.) But from 1860, the town had been almost annually debating the comparative merits of the road commissioner's and surveyors' offices. Article 9 of the 1860 meeting warrant, "To see if the town will vote and raise a sum of money to be expended on the Highways and decide whether it shall be raised in cash and expended by commissioners or in labor to be expended by Highway Surveyors," neatly summarizes the distinction between the two systems. (Ibid., vol. II, p. 142.) The town voted on the article, "to raise six hundred dollars in cash to be expended by road commissioners on the Highways in town the present year and that said commissioners give notice to the inhabitants of the time they intend to work on said Highways and each person be allowed the priviledge of working out their Highway tax under said commissioners if they wish to do so"; the meeting went on to elect by written ballot its three first road commissioners. (Ibid., p. 147.) Four other years before 1888 the town voted in favor of commissioners rather than surveyors, and annually since the last election of the surveyors in 1888 the town has chosen one road commissioner. In Tremont, the commissioner makes up

the time reports and payrolls for road work and refers these to the selectmen, who draw orders on the treasurer authorizing payments from the funds appropriated for roads. The road commissioner's primary responsibility is supervision of road construction. For records of highway surveyors' appointments and limits, see the clerk's and selectmen's entries 1 and 28; for a complete record of roads laid out, see entry 24. Since 1911, the road commissioner has submitted an annual report for the published town report, see entry 26.

59. (WEEKLY ROAD PAYROLLS), 1935--. 5 bdles.
Weekly payrolls for road construction crews, showing date, payroll no., names of employees, rate and amount of wages, total, and signature of road commissioner. An account of expenses for materials and supplies used in road construction is shown at the end of each payroll. Arr. numerically. No index. Hdw. 8 x 5½ x ¼. Home of Edwin Ingalls, road commissioner.

60. (ROAD WORK TIME BOOKS), 1936--. 5 vols.
Time books showing date work period, names of employees, hours worked daily, total hours worked weekly, rate per hour, and weekly total earned. Arr. chron. with records of work on different types of roads entered in separate divisions of vols. No index. Hdw. on pr. forms. 75 pp. 6 3/4 x 4 x ½. Home of rd. com.

IX. TRUSTEES OF THE TREMONT MEMORIAL LIBRARY

As early as 1888, Tremont was considering the question of a public library; for in that year acting on article 29 of the meeting warrant, "To see if the town will vote and raise a sum of money toward the support of a free 'Public Library'", it voted "to raise $25.00 . . . the money to be expended by the Selectmen." (Town Meeting Records, vol. IV, pp. 219-229.) Appropriations towards the library's support were voted almost annually thereafter being increased gradually to the $100.00 fund which is the current allowance. The major support of the library comes from private subscription, principally from summer residents. In 1922, a one room brick library building was erected, according to the inscription on the small bronze tablet in the library room, "To the memory of Edwin L. Watson, by his wife Rhoda M. Watson"; a second tablet has been dedicated "In memory of Vesta E. McRae who started library in her home in 1900". The building was deeded to the town of Tremont in November, 1933. In 1931, the town of Tremont first elected two library trustees for a three year term; there are currently seven trustees all serving a three year term. (Ibid., vol. VII, p. 453.) The trustees keep no records of their meetings or of their finances; and according to the statement of the present secretary-treasurer she has never been to a trustees meeting or known of one being held, and as for financial records her check books and bank statements suffice. Considering the fact that the financial records of the trustees antedate by six years the town's first election of library officials, some form of private administration before 1931 appears to have been in effect, but no information about it can be obtained. The trustees publish no report to the town, all records of their office being listed below; the town's insurance policies on the library building are inventoried in the selectmen's records, entry 35.

61. (CANCELED CHECKS, BANK STATEMENTS, DEPOSIT CARDS), 1925--. 1 bdle., 12 envs.
Canceled checks returned monthly from bank after payment showing name of bank, date, no., payee, amount, library treasurer's signature. Monthly bank account statements showing amount brought forward, dates and amounts of each withdraw-

al or deposit, balance at end of month. Deposit cards returned from bank, showing date received, amount deposited, to the credit of, and signature of bank cashier. Arr. chron. No index. Hdw. on pr. forms. Bdle., 4 x 9½ x 6; envs., 4 x 9½ x 1/32. Shelf, at home of Mrs. Harriet Hinton, treasurer of library trustees, Tremont.

62. (CHECK STUBS), 1925--. 13 vols.
Stubs of checks issued by the treasurer of the library trustees directly on the library account with form showing check no., date, payee, balance brought forward, amount of check, and balance. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 2 3/4 x 6 3/4 x ¼. Shelf, at home of tr. of library trustees.

X. SCHOOL COMMITTEE

Tremont's first town meeting which was "holden at the Red School House in Bass Harbor" provided amply for superintendence of public schools by numbering and bounding fifteen school districts, and electing twelve school agents and three school committee men for the year. (Town Meeting Records, vol. I, pp. 15, 20-26.) The school district agents were re-elected annually either by the town or by the districts themselves through 1893 when the office is last mentioned in the town meeting vote "that each school districts be allowed to elected its own school agent." (Ibid., vol. IV, p. 358.) In 1886 the town elected for the first time a school supervisor; the office title was later to be changed to superintendent of schools, and beginning in 1904 the election was to be made by the school committee. (Ibid., p. 176; vol. V, pp. 307-308.) Since Tremont's inclusion in school union #98, formed in 1918, a superintendent jointly elected for the whole union has replaced the local superintendent. For the union school records, see the Southwest Harbor inventory, entries 67-78. For the superintendent's and school committee's annual reports, see entry 26.

Minutes and Reports

63. TREMONT RECORD BOOK (of School Committee Meetings), 1916--. 3 vols.
Title varies: Town of Tremont Record.
Minutes of meetings of Tremont school committee, showing names of members present, committees chosen, teachers elected and their salaries, articles to be inserted in regular and special town meeting warrants, recommendations for appropriations; agreements between town and various concerns relating to school work and material; bids received and voted on for supplies, material and transportation. Arr. chron. Hdw. and typed. 116 pp. 14½ x 8½ x ½. 50 pp. 8½ x 6 3/4 x ¼. Off. of supt. of sch., Odd Fellows' Bldg., Southwest Harbor.

64. (Annual) FINANCIAL STATEMENT, 1928--. 9 sheets.
Annual financial statements of the Tremont school committee showing distribution of appropriations and expenditures for all school accounts. Arr. chron. No index. Typed. 11 x 8½. File cabinet, off. of supt. of sch.

Financial Records

65. (School District) JOURNAL, 1880-1900. 1 vol.
Record of town appropriations for Tremont school districts and district expenditures, 1880-93. Abstracts of fiscal returns to state superintendent of public schools, 1894-1900, showing amount and source of annual receipts, distribution

of expenditures, and amount of annual balance. Arr. chron. No index. Hdw. 288 pp. 13 3/4 x 8 3/4 x 1. Boat shop of 2nd sel.

66. SCHOOL ACCOUNT BOOK, 1909--. 5 vols.
Record of school receipts and expenditures in ledger form under the following accounts: school fund (tuition, board of pupils, textbooks, desk and laboratory supplies, teachers' wages, fuel, janitor and cleaning, and conveyance), repairs, apparatus and equipment, lots and buildings, superintendence, school committee and office expense, compulsory education, medical inspection, physical education, rent, insurance, light and power, and industrial education (industrial arts, home economics, agriculture and evening school). Receipts show amount, date and source of receipts from town appropriation, state aid, tuition, incidentals, and total; expenditures show date, voucher no., payee, purpose, and total. Recapitulation accounts showing the annual distribution of expenditures by schools are included in the back of each volume. Arr. chron. under account headings. Not indexed, but table of contents shows account names. Hdw. on pr. forms. Vols. aver. 105 pp. 16 x 12 x 3/4. Off. of supt. of sch.

67. (SCHOOL ORDERS), 1929--. 11 vols.
Stubs of orders drawn on selectmen by superintendent of schools for Tremont school expenses, showing order no., town, date, payee and purpose. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 4 x 3½ x ½. Off. of supt. of sch.

68. (TREMONT SCHOOL BILLS), 1931--. 5 envs., 2 file drawers.
Bills for supplies delivered to Tremont schools, approved for payment by the committee, and paid by superintendent's orders on the selectmen, see entry 67. Unpaid bills await approval. Arr. chron. No index. Typed and hdw. occ. on pr. forms. Envs., 12 x 9; file drawers, 9 x 3¼ x 12½. Off. of supt. of sch.

69. (TEACHERS' AND JANITORS' PAYROLLS), September 1933--. 82 payrolls. 1929-June 1933, filed with payrolls of school union, see Southwest Harbor inventory, entry 74.
Superintendent's semi-monthly payrolls for teachers and janitors, showing name of school, names of employees, days worked, amounts paid and totals. Divided by schools and filed chron. No index. Typed. 11 x 8½. File cabinet, off. of supt. of sch.

Academic Records

70. (TREMONT SCHOOL CENSUS), 1929--. 1 bdle.
Cumulative card census of Tremont school children by family units, with form showing name of parent or guardian; and, for each person in family of school age, name, sex, date of birth, and age in year of entering school. Arr. alph. by surnames of parents. No index. Hdw. on pr. forms. 5 x 3 x 1 3/4. Filing cabinet, off. of supt. of sch.

71. TEACHERS' ELEMENTARY SCHOOL REGISTER, 1934--. 36 vols.
Annual record kept by Tremont elementary school teachers for each school grade, giving name of pupil, grade preceding and current school years, and age September 1 of current year; daily record of tardiness, absence, or presence during term; total for each of three terms and for year, record of promotion or non-promotion at close of year, and remarks; term summaries giving name, address and weekly salary of teacher; dates of opening and closing of term and length

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in weeks; no. of pupils registered (boys, girls, and total); aggregate attendance of all pupils, average attendance; no. of tardinesses, dismissals, truancies; and no. of pupils not absent one-half day; no. of pupils (boys, girls, and total) conveyed to school at town expense; nos. and dates of superintendent's and citizens' visits; no. of daily recitations and classes in all studies individually listed; date of sight and hearing examination, no. of pupils examined, no. defective in either; summary of teacher's professional experience and training; teacher's certification of accuracy of record; yearly recapitulation of term summaries showing additionally distribution of enrollment by grades, no. of pupils in same grade more than one year, summary of school's physical capacity and equipment. Arr. alph. by pupils' names and chron. by terms, on forms pr. and supplied by state department of education. 9 pp. 11 ½ x 9½ x 1/16. Off. of supt. of sch.

XI. TRUANT OFFICER

By electing three truant officers at the annual March meeting of 1888, the Tremont voters established an additional school office. (Town Meeting Records, vol. IV, p. 225.) The officer was regularly elected thereafter, the vote being occasionally that the constables act, until 1901 when the selectmen first made the appointment to office. (Ibid., vol. V, p. 213.) In 1909 the truant officer was appointed by the school committee who have annually made the appointment to the present. (Ibid., vol. VI, p. 37.) The truant officers keep no records and make no report, their duties being those outlined in Revised Statutes, 1930, ch. 17, sec. 79.

XII. PUBLIC HEALTH NURSE

At its March meeting in 1928 the town of Tremont voted to "raise $500 for school nurse," thereby establishing the office. (Town Meeting Records, vol. VII, p. 347.) The same appropriation was voted for the first time that year in Southwest Harbor with the proviso that "if the town of Tremont do not raise $500 for Nurse then the above Not have a passage." (Southwest Harbor Town Meeting Records, vol. II, p. 296.) The first appointment of the public health nurse for Tremont was made on May 28, 1928, by the Tremont school committee, record of the appointment being identical in date and phrasing with the Southwest Harbor committee's first appointment of the same official. (Tremont Record Book of School Committee Meetings, vol. I, p. 89.) The nurse has been annually appointed by the school committee since 1928, her annual report to the committee has been published in the town report since 1928, see entry 26. The records of the nurse, housed in her office on the second floor of the Odd Fellows Building, Southwest Harbor, are, according to the statement of the present official, not town records but records of the public health nursing division of the state department of health. For the statutory definition of public health nursing, see Revised Statutes, 1930, ch. 21, sec. 23.

XIII. HEALTH OFFICER

The first record of town provision for public health appears in 1899 in the record of the selectmen's appointment of three persons to the local board of health, one for one year, and one each for two and three years; annually thereafter through 1922 an appointment is recorded for one member to serve a three year term. (Town Meeting Records, vol. V, p. 153; vol. VII, p. 143.) Between 1922 and 1928 no record of the board of health can be found, but in

(next entry, p. 203)

1928 the selectmen first appointed one health officer for a one year term. (Town Meeting Records, vol. VII, p. 358.) The office has been filled annually in the same manner to the present and replaces the former three man board; the health officer keeps no records and makes no reports, his duties being those outlined in Revised Statutes, 1930, ch. 22, sec. 8.

XIV. MILK INSPECTOR

The office of milk inspector was established in 1926 when the selectmen first appointed one inspector to serve for the ensuing year. (Town Meeting Records, vol. VII, p. 287.) Although the office is filled currently, appointments have been made only intermittently; the officer keeps no records and publishes no report to the town, his duties being those specified in Revised Statutes, 1930, ch. 42, sec. 13.

XV. FIRE WARDS

Tremont's first fire officers were four fire wards elected at the March meeting of 1855; the office has been fairly regularly, though not annually, filled since its establishment, being more often appointive than elective since 1913 when the selectmen first appointed one warden. (Town Meeting Records, vol. II, p. 34; vol. VI, p. 372.) The number of fire wards chosen for service has been as many as seven until the present century when it has been usually only one. The officer keeps no records, his sole responsibility of attending fires and determining whether any burning building should be razed for the sake of the town's safety is specified in Revised Statutes, 1930, ch. 35, sec. 7.

XVI. FIRE WARDENS

In 1891 Tremont first elected three fire wardens to serve for a one year term; since 1903 the town has usually left it to the selectmen to appoint the officers. (Town Meeting Records, vol. IV, p. 307; vol. V, p. 285.) The number of fire wardens chosen has usually been one; record of the appointment appears only intermittently although in actual fact the appointment may have been made quite regularly. By the state law, the selectmen are themselves ex officio fire wardens, although they may appoint one or more persons to assist them "in the extinguishment of forest fires"; the full authority of the wardens is specified in Revised Statutes, 1930, ch. 11, sec. 34. The office is non-record-keeping.

XVII. CONSTABLES

Since the first meeting in 1848, when the town of Tremont elected five constables to serve for a one year term, the office of constable has been filled each year. (Town Meeting Records, vol. I, p. 16.) In 1899, it "was left with the Select Men to appoint" the officers, a precedent which has been followed consistently to the present. (Ibid., vol. V, p. 135.) In three years only, 1899, 1901, and 1903, the selectmen appointed, in addition to the usual number of constables, one police officer, duties unspecified, for a one year term; the office does not reappear in the records and no explanation for it can be given. (Ibid., pp. 176, 284.) The number of constables chosen has gradually diminished from a peak of thirteen, reached several times in the last quarter of the 19th century, to the single officer most frequently chosen in the cur-

rent decade. The office is non-record-keeping; its many and various duties have not varied significantly since its establishment in 1848.

XVIII. SEALER OF WEIGHTS AND MEASURES

1871 is the earliest year for which the election of a town sealer is recorded. (Town Meeting Records, vol. III, p. 330.) According to the available records, the office has been quite infrequently filled, and in the present century always by selectmen's appointment rather than town election; the last recorded appointment of a town sealer appears in the clerk's records of selectmen's appointments for 1925. (Ibid., vol. VII, p. 262.) However, the sealer who is now in office states that his appointment dates from 1935 when he was chosen for a two year term. The only records of the office are those listed below; the duties of the office are specified in Revised Statutes, 1930, ch. 53, secs. 8-27.

72. (REPORT OF WEIGHTS AND MEASURES), 1930-33. Discontinued, 1933. Record of tests of weighing and measuring devices used commercially, showing name of owner, make and type of equipment, date and result of test. The volume is an isolated record kept for these years only in an unused militia enrollment book. Arr. chron. No index. Hdw. 50 pp. 12 x 9½ x 3/8. Service station of 1st sel.

XIX. SURVEYORS OF LUMBER, WOOD, AND BARK

At its first town meeting, Tremont elected two surveyors of lumber and measurers of wood and bark, and in the year following, 1849, it elected additionally two surveyors of wood and lumber. (Town Meeting Records, vol. I, pp. 17, 55.) The two offices are difficult to trace in the town records because of the fact that they are differently entitled at different times, but between 1849 and 1870 they were often filled concurrently. Since that time, there has been only one set of surveyors chosen in any one year; the number chosen has decreased from the peak of thirteen in the last decade of the 19th century to the one serving currently. In the present century, also, the office has usually been left to the selectmen to appoint. The specifications which surveyors of lumber must insure in lumber approved for sale or shipment are given in Revised Statutes, 1930, ch. 51, sec. 14.

XX. BALLOT AND ELECTION CLERKS

Four ballot and election clerks to serve two years each have been biennially appointed by the Tremont selectmen since May 7, 1892. (Town Meeting Records, vol. IV, pp. 336-341.) The office is non-record-keeping, its duties being solely those specified in Revised Statutes, 1930, ch. 8, sec. 13.

XXI. MODERATOR

Beginning with its first meeting on August 9, 1848, Tremont has elected a moderator to preside over each of its town meetings, except those called for electing county, state, or national officers. (Town Meeting Records, vol. 1, p. 14.) The officer is elected for the duration of the meeting only and he keeps no records, but his authority is outlined in Revised Statutes, 1930, ch. 5, secs. 33-35.

PART C: DEFUNCT OFFICES

XXII. AUDITOR OF ACCOUNTS

Tremont's first town meeting by electing three auditors of accounts, duties unspecified, established an office which was to be filled only five times afterwards, the last occasion being in 1893. (Town Meeting Records, vol. I, p. 17; vol. IV, p. 358.) The auditor's was apparently a non-record-keeping office. There is no modern office of auditor for the town.

XXIII. DEER WARDENS

In 1882, the Tremont town meeting elected three deer wardens; the office is mentioned for the last time in the next year, 1883, when one deer warden was elected. (Ibid., pp. 62, 91.) There is no indication of the reason for the town's action in these two years, nor of the duties of the officers so elected.

XXIV. FENCE VIEWERS

The office of fence viewer in Tremont was established in 1848 at the first town meeting when five men were elected for the ensuing year. (Ibid., vol. I, p. 17.) Until the end of the last century it was filled quite regularly, but since 1900 it has appeared less often. In 1916 it is last mentioned in the selectmen's appointment of one officer, "the town of Tremont at its last Annual Meeting having failed to elect Fence Viewers." (Ibid., vol. VI, p. 512.) The authority of the office is outlined in Revised Statutes, 1930, ch. 32, secs. 1-16. Although there are no separate fence viewers' records, records of their decisions may be found in the clerk's town meeting volumes and the property volumes, see entries 1 and 15.

XXV. FIELD DRIVERS

At their second annual meeting, in March 1849, the Tremont voters elected two field drivers; the office was last filled, by the town's election of three field drivers, in 1894. (Town Meeting Records, vol. I, p. 55; vol. IV, p. 382.) Between those two dates the office was quite regularly filled, in certain years by the provision that the fence viewers act. The field drivers left no records; their responsibility for impounding stray beasts at large in the town is outlined in Public Laws, 1821, ch. 128, secs. 1, 3.

XXVI. FISH AND GAME WARDENS

Two isolated elections of a town office otherwise not mentioned occurred in 1883 and 1895; in the first year the town elected one fish warden, and on the next occasion it chose two fish and game wardens. (Town Meeting Records, vol. IV, pp. 91, 357.) There is no explanation of the town's provision for this office at these times, nor are there any records left by the wardens to explain their duties or their relationship to the state fish and game wardens functioning in the same period.

XXVII. HOG REEVES

The second annual meeting of Tremont elected the first town hog reeves,

two officers to serve for the ensuing year; the office is last mentioned in 1882 when eleven "hog constables" were chosen. (Town Meeting Records, vol. I, p. 55; vol. IV, p. 62.) The relationship between the non-record-keeping offices of field driver and hog reeve was very close, and the duties of the hog reeves are covered in the Maine laws referred to above in the discussion of field drivers.

XXVIII. POUND KEEPER

Following its election of three pound keepers to serve for the ensuing year, the first town meeting in Tremont went on to vote "that Benjamin Atherton jr's Barn Yard & Barn be used as a town pound." (Ibid., vol. I, pp. 17, 18.) The office was filled annually thereafter through 1898 when, after being regularly filled by the town election, the office drops out of sight. (Ibid., vol. V, p. 98.) It was non-record-keeping. The duty of each town to maintain a town pound and to elect pound keepers to "restrain all beasts impounded within the pound and furnish them with suitable and sufficient food and drink at the expense of the person impounding them", is given in the Public Laws of 1821, ch. 128, sec. 1.

XXIX. TOWN AGENT

Between 1849, when the officer was first elected at town meeting, and 1864, when the meeting "Voted to indefinitely postpone the 7th Art[icle] in the Warrant," which provided for his election, a town agent was from time to time elected in the annual meeting. (Town Meeting Records, vol. I, p. 53; vol. III, p. 92.) The duties of the officer, who kept no records, were presumably to represent the town in case of legal action by or against it, in accordance with the provisions of the Public Laws, 1821, ch. 114, sec. 7.

XXX. TYTHINGMEN

Three tythingmen were first elected in Tremont at the annual meeting of 1853; the last mention of the office is in the town's vote in 1898 "that the several elected constables be elected and act as tithingmen." (Town Meeting Records, vol. I, p. 175; vol. V, p. 98.) The office was only spasmodically filled between those two dates; it left no records, but its duties were those provided for in Public Laws, 1821, ch. 9, sec. 10.

XXXI. WEIGHER OF COAL

The isolated record of the office of weigher of coal in Tremont is in the clerk's record of the officer's oath and appointment by the selectmen, May 5, 1905. (Town Meeting Records, vol. V, p. 376.) Whether the office has been filled in other years without the appointments' being recorded, cannot be established. The duty of the weigher of coal as outlined in Revised Statutes, 1930, ch. 53, sec. 16, is solely to test, adjust, and seal scales used commercially for weighing coal.

XXXII. WEIGHER OF HAY AND GRAIN

Like the office of weigher of coal, that of weigher of hay and grain appears only once in the Tremont town records in the clerk's record of the of-

ficer's oath and appointment by the selectmen in 1892. (Town Meeting Records, vol. IV, p. 334.) The requirements of the office are likewise outlined in Revised Statutes, 1930, ch. 53, sec. 16.

SOUTHWEST HARBOR, 1905-1937

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PART A: SOUTHWEST HARBOR AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

Although Southwest Harbor's history before its separate incorporation in 1905 is a part of the history of Mount Desert and Tremont and has been generally discussed in the essays for those two towns, some of the most significant chapters in the Island's history concern the territory now Southwest Harbor, and these may be briefly reviewed here.

It was in Southwest Harbor, to begin with, that the first settlement of Mount Desert was made in May 1613, by Father Pierre Biard and his little colony sponsored by French Jesuits. In his Relation of New France he has left us an admirable account of his first impression of the site:

> This place is a beautiful hill, rising gently from the sea, its sides bathed by two springs; the land is cleared for twenty or twenty-five acres, and in some places is covered with grass almost as high as a man. It faces the South and East, . . . its soil is dark, rich and fertile; the Port and Harbor are as fine as can be seen, and are in a position favorable to command the entire coast; the Harbor especially is as safe as a pond. . . . It is situated in latitude forty-four and one-third degrees, a position still less northerly than that of Bordeaux. (Jesuit Relations and Allied Documents, 1610-1791, Reuben Gold Thwaites, ed., vol. III, p. 271. Cleveland, 1897.)

Remembering how soon Captain Samuel Argall was to sail into the harbor "safe as a pond" to scatter French dreams of empire far across space and time, the modern reader finds an unconscious irony in Father Biard's words. Later in the same Relation he was to report how the Virginia General Court expressly commissioned Argall's return to Mount Desert, where the English "burnt our fortifications and tore down our Crosses, raising another to show they had taken possession of the country and were the Masters thereof." (Ibid., vol. IV, p. 35.)

Not for another century and a half, however, was an enduring English settlement to be made on the Island and English possession to become a reality. In a letter to Eben Parsons written in 1816, Abraham Somes has described how he and a companion on a voyage "makeing discovery of the best places to carry on the fishing business" arrived off Mount Desert; it was 1755 "at which time the Indians were the only owners of the soil." In his own words:

> . . . we concluded to . . . see if there was any suitable Harbour in said Island and by sounding we run in and anchored in the South West harbour now called, . . . we were boarded by a number of the Savages in their Canoes and among them was the Governor of the Island, . . . we conceiving them to be friendly and very peaceable, began to talk with them about purchasing land . . . I asked the Governor how much occopy I must give him for . . . a Small Island which lay between the said Harbour and the sound; he answered oh: a great deal, one whole Gallon. . . . we paid them the Rum. He took a piece of birch bark and described the same to us but we . . . never attended to the subject nor took care of the birch bark and left them to drink their occopy and to take the good of their bargain. (Letter of A. Somes, April 20, 1816. Ms. in the Boston Public Library.)

Seven years later, in October 1762, when Sir Francis Bernard, Governor of the Colony of Massachusetts, arrived at Southwest Harbor to explore his estates on the Island, he reported in his journal for October 7th: "We turned into a bay & there saw a settlement in a lesser bay. We went on shore and into Solmes's log house; found it neat and convenient, tho' not quite finished: & in it a notable Woman with 4 pretty girls clean & orderly. Near it were many fish flakes with a great quantity of fish drying there." (Papers of Sir Francis Bernard, vol. X, pp. 24-25. Sparks Collection, Harvard University.) From his survey of the Island, he apparently decided on Southwest Harbor as the most promising center for settlement, for among his papers are two undated plans, one entitled "Proposals for settling a Town in Mount desart, in the West Harbour there, being a most convenient Spot for a fishery". The two plans are very similar, but the other, less detailed, is short enough to be quoted fully here.

> The Plan of the Town which is laid out in that Island is calculated for trade & business; for which its situation, being in the direct course of all the Vessels coasting along the Shore, & the great plenty of fish which will afford a staple commodity, make it Very suitable. The Lots of settlers are therefore laid out with 4 acres each, upon which each settler will be obliged to build an house & settle a family. The rest of the lands given for the incouragement of settlers will be in outlots as nearly accommodated to the Town as can be. Each Settler of a family is to have 25 acres given to him free of all expense. This alone will afford sufficient lands for husbandry as it is supposed much the greater part of the settlers will apply themselves to fishing & trades, for which their home lots alone will be abundantly sufficient. But if Any families which make husbandry their business shall want more lands, they shall be supplied as far [as] 25 acres each a dollar an acre. The Duties required of settlers are that they settle a family upon the home lot, building an house within a year & clearing the home lot within 3 years. Mines of Metall or Coals and Quarries of lime stone will be reserved to the proprietor & also timber trees upon lands unleased. (Ibid., pp. 222-223.)

It seems clear that before the Revolution cut short his plans, Governor Bernard actually progressed far enough to have several houses built at the Harbor, for J. C. Cockle, petitioning the General Court in 1785, asks that certain lands be laid out for him "at the Head of South West Harbor . . . [to] commence south of the site of the Old Houses Erected heretofore by Sir F. Bernard." (Bangor Historical Magazine, July 1889-June 1890, vol. V, pp. 2-3.)

It is difficult today to guage how fast and how far the early settlement developed; the first census for the town is of the year 1910 when the population was 888, precisely the figure which is given again for 1930. (Thirteenth Census of the United States, vol. II, p. 804; Fifteenth Census of the United States, vol. III, p. 1034.) But one indication of the community's sturdy growth is in the fact that the first church of Mount Desert's English settlers was organized near the Harbor in October 1792, just thirty years after the time of Bernard's visit to the place and Somes's "moving into the Wilderness". The church was founded by six men and eight women of Southwest Harbor; "having Received Instruction from the Revrend Mr Samuel Macclintock with a Covenant - a number of us appinted the 17th Day of October in the year of our Lord 1792 for a Day of fasting and Prayer; for the Purpose of Forming our Selves into a Church & Profess to take Christ for our head." (The New England Historical and Genealogical Register, 1919, vol. 73, p. 280.) The group was organized as the Mount Desert Congregational Church, but

its early meetings were held at private homes. Construction of a meeting house was begun in 1802 but not completed; the present white meeting house dates from 1828. (Street, George E., Mount Desert - A History, p. 235. Boston, 1905.)

In 1789, with the incorporation of the whole Island as the town of Mount Desert, the settlers of Southwest Harbor had their first part in a town government. Fifty-seven years later, when Tremont was incorporated, Southwest Harbor was included in the new township. Not until 1905 was it set off from Tremont and incorporated under its own name as the newest Mount Desert township. By an act of the Maine legislature, approved February 21, 1905, its boundaries were established to include that part of Tremont lying east of a line drawn from the "bolt in a blue rock on the shore of the head of Ship harbor", eleven degrees west over the western peak of the western mountain to the intersection of the Mount Desert and Tremont town line, "together with all islands now belonging to the town of Tremont lying east of the production of said line and southerly across the waters of the Atlantic ocean". (Private and Special Laws of the State of Maine, 1905, ch. 71, sec. 1.)

Having analyzed as the town's chief resource its "great plenty of fish", Governor Bernard predicated accurately that "the greater part of the settlers will apply themselves to fishing & trades." The several small firms and individual activity of the inhabitants have been principally concerned with fishing, fish curing and packing, and small boat building. While this activity has continued to the present, it has in the present century become of only minor importance in comparison to the summer resident trade, upon which the economic life of Southwest Harbor hinges almost entirely today. (Second Biennial Report of the Department of Labor and Industry of the State of Maine, 1913-14, p. 40.)

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2. GOVERNMENTAL ORGANIZATION

Southwest Harbor's first town meeting warrant required the "Inhabitants . . . qualified by Law to vote in town affairs to assemble at Masonic Hall . . . on Monday March 6th A.D. 1905 at 10 O-Clock in the forenoon." (Town Meeting Records, vol. I, p. 6.) The place and date (the first Monday in March) of the annual meeting have remained the same to the present. Officers elected at the first meeting included a moderator, clerk, selectmen to act also as assessors and overseers, treasurer, tax collector, school committee, and road commissioner. (Ibid., pp. 10-11.) Later in the same year a superintendent of schools was elected by the school committee which also appointed two truant officers; a constable, surveyor of lumber, wood, and bark and weigher of coal, harbor master, police officer, and three members of the board of health were appointed by the selectmen. (Ibid., pp. 15-23.) Offices established since 1905 include: 1906, ballot and election clerks; 1909, fire wardens; 1914, sealer of weights and measures; 1919, warrant committee; 1928, fire chief, milk inspector, and public health nurse; 1929, traffic officer; 1933, building inspector; and 1935, plumbing inspector. (Ibid., vols. I-III, passim.) Except for the establishment of these new offices, especially the warrant committee whose influence on the town meeting is significant, town government has not changed materially in Southwest Harbor since its incorporation.

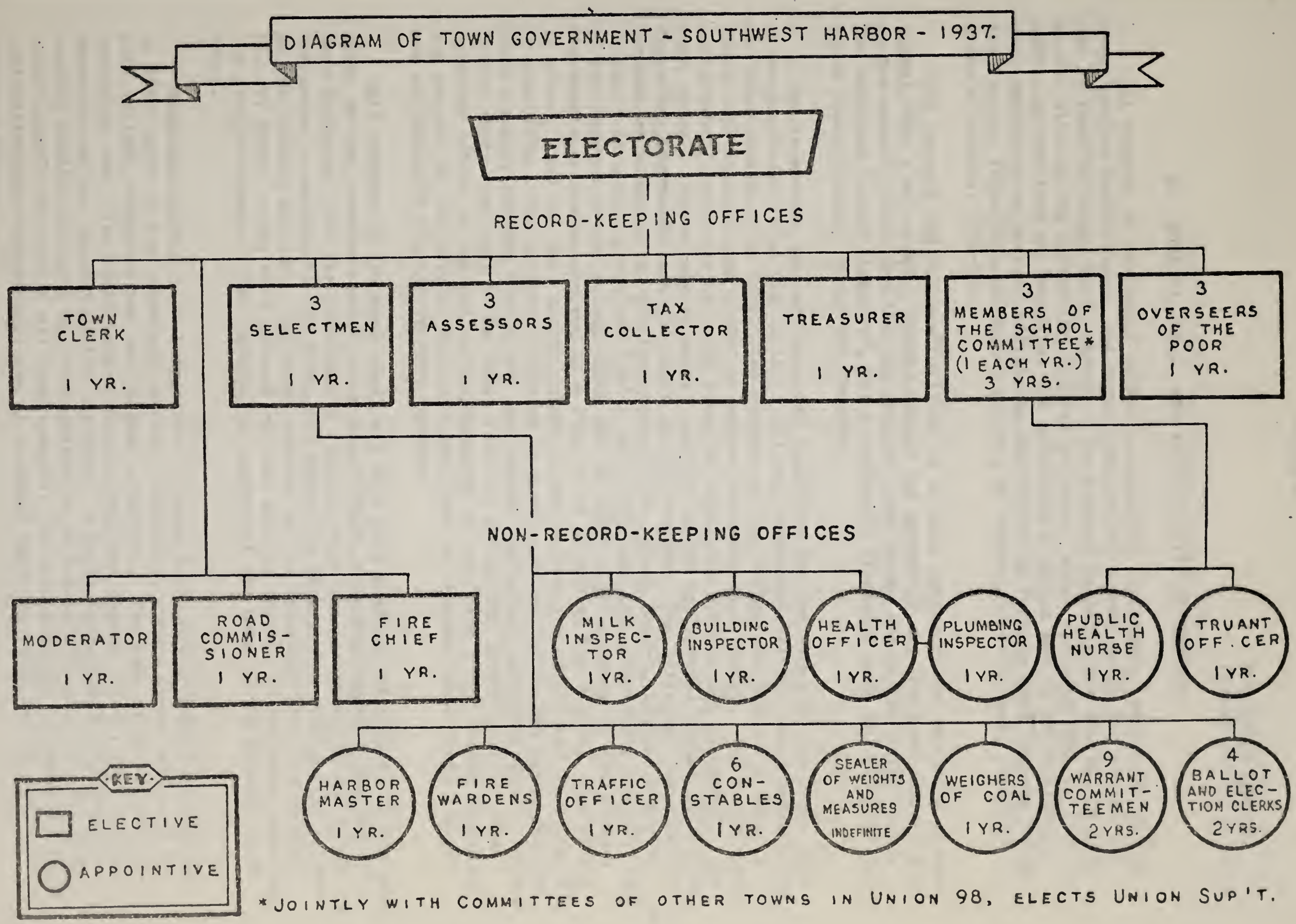
DIAGRAM OF TOWN GOVERNMENT - SOUTHWEST HARBOR - 1937.
ELECTORATE
RECORD-KEEPING OFFICES
TOWN CLERK 1 YR.
3 SELECTMEN 1 YR.
3 ASSESSORS 1 YR.
TAX COLLECTOR 1 YR.
TREASURER 1 YR.
3 MEMBERS OF THE SCHOOL COMMITTEE* (1 EACH YR.) 3 YRS.
3 OVERSEERS OF THE POOR 1 YR.
NON-RECORD-KEEPING OFFICES
MODERATOR 1 YR.
ROAD COMMIS-SIONER 1 YR.
FIRE CHIEF 1 YR.
MILK INSPEC-TOR 1 YR.
BUILDING INSPECTOR 1 YR.
HEALTH OFFICER 1 YR.
PLUMBING INSPECTOR 1 YR.
PUBLIC HEALTH NURSE 1 YR.
TRUANT OFFICER 1 YR.
HARBOR MASTER 1 YR.
FIRE WARDENS 1 YR.
TRAFFIC OFFICER 1 YR.
6 CON-STABLES 1 YR.
SEALER OF WEIGHTS AND MEASURES INDEFINITE
WEIGHERS OF COAL 1 YR.
9 WARRANT COMMIT-TEEMEN 2 YRS.
4 BALLOT AND ELEC-TION CLERKS 2 YRS.
KEY
ELECTIVE
APPOINTIVE
*JOINTLY WITH COMMITTEES OF OTHER TOWNS IN UNION 98, ELECTS UNION SUP'T.

SOUTHWEST HARBOR
(first entry, p. 217)

3. HOUSING, CARE, AND ACCESSIBILITY OF RECORDS

All records of Southwest Harbor's selectmen, assessors, overseers of the poor, public health nurse, and superintendent of school union #98 are in the Odd Fellows'Building, Main Street. The present building was erected in 1923 on the site of the former Odd Fellows'Building, which was destroyed by fire in 1922. At the time of the fire, the selectmen's office was in the building, and, according to present officials, the following records were burned: valuation books, 1905-15; selectmen's records of orders, 1905-15; and, possibly, stubs of orders, 1905-22.

The present Odd Fellows'Building is of wood construction measuring approximately 60' x 40' x 36'. Stores occupy the ground floor, the town offices are on the second floor, and the Odd Fellows' lodge rooms are on the third floor. The building is not fireproof, but a partially fireproof safe and file cabinets house approximately 75% of the records.

The selectmen, who are also the assessors and overseers of the poor, have a comparatively large (24' x 15' x 8') and comfortable office, well heated, dry, and free from dust or soot. The records in the office are kept in a safe, a steel file cabinet, and on 35' of wooden shelving in a closet. The records are not crowded, and there is ample room for expansion without new equipment. The room is well lighted electrically, and two tables and several chairs afford satisfactory accommodations for users of the records. The office of the superintendent of school union #98 (Cranberry Isles, Mount Desert, Southwest Harbor, and Tremont) is slightly smaller (18' x 16' x 8') than the selectmen's office. 75% of the records of the school union are in steel file cabinets in the office; the remainder are on shelves in a stock room adjoining the office. The office is clean, dry, and well heated, there is ample room for additional file cabinets in the office; the electric lighting is good, and one table, one desk, and ten chairs supply persons consulting the records sufficient accommodations. Records in the stock room need to be taken into the office for investigation. The separate office of the public health nurse on this same floor houses equipment and records of her office, but the consultant is reminded that these records are not properly considered town records.

All records of the town clerk are kept in a desk and on shelves in the drug store of the incumbent which is on Main Street, directly opposite the Odd Fellows' Building. The tax collector's records, with the exception of one bundle of treasurer's receipts at his home, are kept in a desk at the real estate office of the present officer. The bound records of the treasurer are in a safe at his dry goods store, with unbound records kept on shelves in the same location. The single volume of fire records is located at the home of the present fire chief.

Southwest Harbor is a comparatively young town, having been incorporated in 1905; most of the important records, therefore, except those destroyed by fire in 1922, are complete and in good condition. The town officials are cooperative and, like other town officials on Mount Desert Island, have a full knowledge of the history of the locality. A major improvement over present housing conditions would be the acquisition of a centrally located, fireproof vault capable of holding all town records; the town officials themselves would appreciate this improvement, and it is hoped that the vault may be acquired in the near future.

PART B: TOWN OFFICES AND THEIR RECORDS

I. TOWN CLERK

Southwest Harbor elected a town clerk at its first town meeting held March 6, 1905. (Town Meeting Records, vol. I, p. 10.) The officer has been elected annually for a one year term since that time, his duties and records remaining practically unchanged since the establishment of his office. For the clerk's annual report to the town, published in the town report since 1928, see entry 18.

Town Meetings

1. TOWN (Meeting) RECORDS, 1905--. 3 vols. (1-3).
Copy of the act of incorporation of the town of Southwest Harbor, February 21, 1905. Warrants and results of national, state, and county elections. Warrants and returns of warrants for annual and special town meetings and minutes of meetings showing elections and oaths of elected officers, consideration of warrant articles and action taken on each, other business transacted, and adjournment. Miscellaneous additional records in these volumes include: records of town officers appointed and their oaths; bonds and resignations of town officers; citizens' petitions to the selectmen for new town roads and ways, and selectmen's return notices of public meetings for consideration of petitions; permits issued public utilities to erect and maintain poles and wires; permits issued citizens to build wharves and carry firearms. Tax collectors' advertisements of sales of property for non-payment of taxes, and returns of sale of the same, 1905-29. Arr. chron. Vols. 1 and 3 indexed in front of vols. alph. by subjects; vol. 2 not indexed. Hdw. 603 pp. 14 x 10 x 2½. Drug store of Philip T. Carroll, t. c., Southwest Harbor.

For selectmen's records of appointments of town officers, petitions and notices of laying out of roads, and issuance of miscellaneous licenses, 1905--, and for tax collector's notices of tax sales, 1905-34, see entry 19.

Vital Statistics

2. RECORD OF BIRTHS, 1905--. 1 vol.
Record of births, with forms showing date and place of birth, name (if any), sex, color, condition at birth, and order (in case of multiple birth) of child; name and occupation of father; maiden name of mother; color, residence, birthplaces of both parents; name of person reporting birth; and signature of town clerk (once on each page). Arr. chron. Thumb indexed in front of vol. alph. by surname of child. Hdw. on pr. forms. 100 pp. 15½ x 11 x 1. Store of t. c.

3. (CERTIFICATES OF BIRTH), 1919--. 2 bdles.
Original birth certificates giving information recorded in entry 2. No uniform arrangement. No index. Hdw. on pr. forms. 5½ x 3½ x 3/4; 8 x 6 x 3/4. In desk drawer, store of t. c.

4. RECORD OF INTENTIONS OF MARRIAGE, 1905--. 1 vol.
Record of marriage intentions, with forms showing no. of intention, name, residence, age, color, occupation, birthplace, and marital status of each contracting party; names (by maiden name of mothers), residences, color, occupations, and birthplaces of parents; date certificate issued; and signature of town clerk (once on each page). Arr. chron. Thumb indexed in front of vol. alph. by surnames of prospective grooms. Hdw. on pr. forms. 100 pp. 15½ x 11 x 1. Store of t. c.

5. RECORD OF MARRIAGES, 1905--. 1 vol.
Record of marriages with forms showing the same information as in entry 4, omitting no. of intention and including additionally: no., date, and place of marriage; name, residence, and official station of person performing ceremony. Arr. chron. Thumb indexed in front of vol. alph. by surnames of grooms. Hdw. on pr. forms. 200 pp. 15½ x 11 x 1. Store of t. c.

6. (CERTIFICATES OF MARRIAGE), 1919--. 2 bdles.
Original marriage certificates giving information recorded in entry 5. No uniform arrangement. No index. Hdw. on pr. forms. 8 3/4 x 8½ x ¼; 9¼ x 5 7/8 x 1/8. In desk drawer, store of t. c.

7. RECORD OF DEATHS, 1905--. 1 vol.
Record of deaths with forms showing date and place of death; name and age of deceased, birthplace, sex, marital status, disease or cause of death; occupation of father (if deceased is under 15 years of age), names (by maiden name of mother) and birthplaces of parents; name of physician or other person reporting death; and signature of town clerk (once on each page). Arr. chron. Thumb indexed in front of vol. alph. by surname of deceased. 100 pp. 15½ x 11 x 1. Store of t. c.

8. (CERTIFICATES OF DEATH), 1919--. 2 bdles.
Death certificates showing the same information as in entry 7 plus medical certification giving: name of attendant physician, time of death, duration of illness, contributory cause, (if disease)where contracted, operation, autopsy, cremation, place and date of burial, name and address of undertaker, signature of town clerk. No uniform arrangement. No index. Hdw. on pr. forms. 8¼ x 7 x 5/8; 6 1/8 x 3 7/8 x ¼. In desk drawer, store of t. c.

9. (RETURNED BURIAL PERMITS), 1919--. 1 bdle.
Original burial permits returned by undertakers to town clerk, with forms showing no. of permit, place and date of issuance, name of undertaker; name, age, and residence of deceased, date, place, and cause of death, name of attendant physician; name and location of cemetery, signatures of town clerk and person in charge of cemetery. No uniform arr. No index. Hdw. on pr. forms. 5¼ x 3 5/8 x 1/8. In desk drawer, store of t. c.

10. (BURIAL PERMIT STUBS), 1922--. 1 vol.
Stubs of permits issued with forms showing name and age of deceased, date of death, place and date of burial, name of undertaker to whom permit is issued, date of issuance, and no. of permit. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 3 3/4 x 3½ x ¼. Store of t. c.

Personal Property

11. RECORD (of Personal Property Transfers), 1905--. 4 vols. (3 vols., 1-3; 1 vol. not labelled).
Records of chattel mortgages, bills of sale, and security notes, 1905--; conditional sales contracts, lien claims, attachments of personal property (including wages), 1906--; note discharges, 1908--; assignments of wages, 1911--. Chattel mortgages give names of mortgagee and mortgagor, amount, time of payment, description of property, statement of lawful ownership, exceptions (if any), covenant, provisions, and signatures of mortgagee and mortgagor. Bills of sale give names of seller and buyer, description of property sold, amount, statement of lawful ownership, covenant, and signatures of buyer and seller.

Security notes give amount, time of payment, name of payee, interest rate, description of security, and signature of payer. Conditional sales contracts give names of seller and buyer, description of goods sold, amount, time of payment, conditions, and signatures of contracting parties. Lien claims give name and residence of claimant, sworn statement of amount due, description of property, oath and acknowledgment of signature before justice of the peace. Attachments of property give name and location of property attached, name of owner, name of officer serving papers, name of court, date returnable, and amount of attachment. Attachments of wages give name of person whose wages are attached, name of person or firm placing attachment, reason, amount, and signature of person or firm representative placing attachment. Note discharges give a statement that the note referred to has been paid in full. Assignments of wages give amount, names of assignee and assignor, reason, period of assignment, and signature of assignor. In addition, all records show place and date, signatures of witnesses if any (except note discharges), date received and filed, and attestation of town clerk. Arr. chron. Alph. thumb indexed in front of vols. by surnames of principals. Hdw.; since 1926 carbons of some original instruments have been pasted in vols. 572 pp. 14 x 10 x 2½. Store of t. c.

Elections

12. (VOTING CHECK LISTS), 1926--. 11 bdles.
Annual check lists of Southwest Harbor's qualified voters, prepared annually by the selectmen and deposited with the clerk for specified election dates; lists arranged alphabetically by voters' surnames. These are considered and used as a registration of voters. Arr. chron. No index. Typed. 11 x 8½ x ½. In steel cabinet, off. of sel., Oddfellows'Bldg., Southwest Harbor.

13. RECORD OF ENROLLMENT OF MEMBERS OF DEMOCRAT PARTY, 1926--. 1 vol.
Enrollment of party members for voting in primary elections, with forms showing name, residence, date and party of last enrollment, date of filing present enrollment. Tabbed vol., arr. alph. by surnames of members. No index. Hdw. on pr. forms. 100 pp. 13½ x 8½ x ½. Store of t. c.

14. RECORD OF ENROLLMENT OF MEMBERS OF REPUBLICAN PARTY, 1926--. 1 vol.
Enrollment of party members for voting in primary elections, with forms showing name, residence, date and party of last enrollment, date of filing present enrollment. Tabbed vol., arr. alph. by surnames of members. No index. Hdw. on pr. forms. 100 pp. 13½ x 8½ x ½. Store of t. c.

Licenses
(See also entries 1 and 19)

15. (Stubs of) VICTUALERS' LICENSES, 1932--. 1 vol.
Stubs of licenses granted by clerk to victualers, with forms showing name of grantee, dates of issuance and expiration of license, name of bondsman, and amount of bond. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 12 x 4½ x 1/8. In desk drawer, store of t. c.

16. (STUBS OF DOG LICENSES), 1930--. 3 vols.
Stubs of dog licenses issued with forms showing license no., amount of fee, name and residence of owner or keeper; sex, color, breed, and age of dog; dates of issuance and expiration of license. Arr. chron. No index. Hdw. on pr. forms. 150 pp. 12 x 4 3/4 x 1¼. In desk drawer, store of t. c.

Miscellaneous

17. (CLERK'S CORRESPONDENCE), 1935--. 1 bdle.
Clerk's incoming correspondence, only, relating to office duties. No uniform arr. No index. Hdw. and typed. 11 x 8½ x 1/8. In desk drawer, store of t.c.

II. WARRANT COMMITTEE

The annual town meeting of 1919 voted "that the moderator appoint a warrant committee of seven for the annual town meeting 1920 also to act on the present warrant and report at 1 P.M." (Town Meeting Records, vol. I, p. 499.) Since that time a committee has been chosen biennially for a two year term; the members of the committee are now nominated by the selectmen, but the choice is submitted to the town to accept or reject; membership has not varied greatly in number since the establishment of the office, there being currently nine members. (Ibid., vol. II, p. 136.) The office is not record-keeping, but its recommendations on all warrant articles involving town appropriations are noted in the warrant for the ensuing town meeting, published each year in the annual town report.

III. SELECTMEN

Acting on article three of the first town warrant, "To choose Selectmen, Assessors, and Overseers of the Poor," Southwest Harbor at its March 6th meeting in 1905 elected three men to serve in all three capacities during the ensuing year. (Town Meeting Records, vol. I, pp. 6, 10.) Since that time three selectmen to act also as assessors and overseers have been annually nominated and elected at the March town meeting. The duties and records required of the office by Maine statute have not varied in any essential detail since its establishment at the opening of the century.

Administration

18. ANNUAL REPORT OF THE MUNICIPAL OFFICERS OF THE TOWN OF SOUTHWEST HARBOR, MAINE, 1905--. 32 vols.
Annual reports of the principal town officers including the following: selectmen: showing town valuation and assessment, detail of annual appropriations, receipts, itemized expenditures and balances for all town departments, budget recommendations for ensuing year, and statement of town assets and liabilities; treasurer: summarizing annual receipts and expenditures; tax collector: showing amounts of annual tax payments, delinquencies, and abatements on all uncollected taxes together with receipts for commission payments on amounts collected; superintending school committee: approving superintendent's report and recommending school account appropriations for ensuing year; superintendent of schools: showing annual school census, general recommendations for ensuing year, and financial statement itemizing school accounts; town clerk (1928--): reporting the year's births, marriages, deaths, and dog licenses; fire department (1928--): reporting the number and type of fire alarms answered; public health nurse (1928--): summarizing the number and nature of public health visits and other services rendered the town; health officer and milk inspector (1933--): showing the number of complaints received and investigated and summarizing the results of the monthly milk inspection program. Each volume contains the town warrant for the following annual meeting. 1906 date of first publication (for fiscal year 1905). Arr. under office headings. No index. Pr. 60 pp. 9 x 6 x 3/16. In safe, off. of sel.
Southwest Harbor reports at Maine State Library: 1905--.

19. (Selectmen's Miscellaneous Administrative) RECORD, 1905--. 2 vols. A miscellaneous journal of town government, including a copy of the act of the town's incorporation, February 21, 1905, warrants for town meetings and elections, selectmen's appointments of town officers. Copies of citizen's petitions to the selectmen concerned principally with the calling of special town meetings and the laying out of new town roads, and selectmen's reply notices. Applications and grants of permits and licenses to operate merry-go-rounds, pool and billiard parlors, moving pictures, steam boilers, filling stations; innkeepers' and victualers' licenses, licenses to sell fireworks; permits to erect and maintain fish weirs, pier runways and floats; and permits to move buildings. Record of collector's tax sales, 1905-34. Record of town notes, 1905-12. Treasurer's report, 1906. Records of support of the town poor, 1906-07; applications for state aid for blind residents, 1916-19. Arr. in general chron. One vol., 1903-31, thumb indexed in front of vol. alph. by subjects; other vol. not indexed. Hdw. 572 pp. 14 x 9¼ x 2 1/8. Off. of sel.

Record of town notes, 1913--, see entry 23; for clerk's records of appointments of town officers, petitions and notices of laying out of town roads, and issuance of miscellaneous licenses, see entry 1.

Finance
(See also entry 34)

20. LEDGER, 1905--. 6 vols. Title varies: Record; Journal. Selectmen's financial ledgers showing, as in entry 18 but with slightly more detail, appropriations and supplementary miscellaneous receipts and expenditures (by date, order no., payee's name, purpose and amount of expenditure) for all town accounts; these may be summarized under the following heads: repair and maintenance of public roads and landings; equipment, repair, and maintenance of public schools; support of public libraries; repair and maintenance of fire equipment; town officers' expenses; town indebtedness; state and county taxes. Arr. chron. under accounts. No index. Hdw. 200 - 300 pp. 14 x 9 3/4 x 1 1/8. Off. of sel.

21. RECORD OF ORDERS, 1916--. 3 vols. 1905-15 destroyed by fire in 1922. Record of selectmen's orders drawn on treasurer for town expenditures with forms showing: date, payee, no. of order, and amount expended under the following accounts: schools, repairs on school houses, text books, town officers, town farm, paupers, road repairs, tax abatements, interest on town notes, miscellaneous, and remarks. 1926-- includes the following additional accounts: protection of persons and property, health and sanitation, soldiers' pensions and aid, libraries and cemeteries. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 16 x 10½ x 3/4; 17 x 16 3/4 x 1 3/4. Off. of sel.

22. (Stubs of) TOWN ORDERS, 1926--. 9 vols. Stubs of selectmen's orders drawn on treasurer for town expenditures, showing payee, date, no. of order, amount, and purpose of funds. Arr. chron. No index. Hdw. on pr. forms. Approx. 200 pp. 13½ x 10½ x 1. Off. of sel.

23. (Record of Town) NOTE(s) BOOK, 1913--. 1 vol. 1905-12 in (Selectmen's Miscellaneous Administrative) Record, entry 19. Record of town notes with forms showing date, to whom and where payable, endorser, account for which note is taken, interest rate, date due, amount of principal and notations of interest payments. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 10½ x 8 x 3/8. Safe, off. of sel.

For treasurer's records of town notes, 1905-34, see entry 48.

24. (Cancelled) NOTES AND INTEREST (Receipts), 1923--. 13 envs.
Cancelled original town notes, recorded in entries 23 and 19; and receipts for interest payments. Each env. dated and contents arr. chron. No index. Hdw., and typed, occ. on pr. forms. 11 x $4\frac{1}{2}$ x $\frac{1}{2}$. 12 envs., 1923-34, closet, off. of sel.; 1 env., 1935--, safe, off. of sel.

25. (PAID INVOICES), 1925--. 236 envs. and 22 bdles.
Paid invoices for material and services delivered for all town departments showing place and date of delivery, names of debtor and creditor, type and quantity of material or service supplied, amount paid, date of receipt of payment. Envs. and bdles. dated and contents arr. chron. No index. Typed and hdw., occ. on pr. forms. Envs., 11 x $4\frac{1}{2}$ x $1\frac{1}{4}$; bdles., 11 x 8 x 1. 224 envs., 22 bdles., 1925-34, in closet, off. of sel.; 12 envs., 1935--, safe, off. of sel.

26. (TEACHERS' AND JANITORS' PAYROLLS), 1923--. 13 envs. and 1 bdle.
Selectmen's copies of semi-monthly payrolls for teachers and janitors of Southwest Harbor public schools; these are drawn up and signed as approved by the superintendent of schools; they supply for each school the names and (as receipts) signatures of payees, days worked, amounts paid each, and totals in each period. Arr. chron. within dated envs. or bdle. No index. Typed. Envs. 11 x $4\frac{1}{2}$ x 3/4; bdle., $8\frac{1}{2}$ x $3\frac{1}{2}$ x $2\frac{1}{4}$. 13 envs. 1923-35, closet off. of sel.; 1 bdle., 1936--, safe, off. of sel.

Town Property

27. DEEDS (and other Original Instruments for Town Property), 1906--. 1 env. and 1 bdle. Missing: 1927-34.
Miscellaneous original instruments relating to property acquired by the town, including bills of sale, leases, warranty and quit-claim deeds, mortgage assignments and contracts. The legal recording of these original instruments in the town's possession will be found in the office of the Hancock County registry of deeds. Not arr. No index. Hdw., typed, pr. forms. Env., 11 x $4\frac{1}{4}$ x $1\frac{1}{4}$; bdle., 8 x 3 x $\frac{1}{2}$. Env., 1906-26, closet, off. of sel.; bdle., 1935--, safe, off. of sel.

28. (TOWN INSURANCE POLICIES), 1919--. 1 env. and 1 bdle. 1921-34 destroyed.
Town insurance policies on school property and municipal motor vehicles. No uniform arrangement. No index. Typed on pr. forms. Env., 11 x $4\frac{1}{4}$ x $\frac{1}{2}$; bdle., $8\frac{1}{2}$ x $3\frac{1}{2}$ x 1. Env., 1919-20, closet, off. of sel.; bdle., 1935--, safe, off. of sel.

Maps

29. (Copy of a) PLAN OF THE MOIETY OF THE ISLAND OF MOUNT DESERT . . . ASSIGNED TO JOHN BARNARD ESQ., 1934. 1 map.
A blue print copy made by M. H. Peabody, October 16, 1934, of the "plan of the moiety of the Island of Mount Desert granted by the Legislature of Massachusetts in June 1785 and afterwards by a division of said island assigned to John Barnard Esq. surveyed and lotted in 1808 by Salem Town Jun." A land tenure map showing owners' names, and bounds and acreage of lots. The original map, dated 1808, is in the possession of Mount Desert Historical Association at Somesville; a true copy, attested by the Hancock County registry of deeds July 12, 1839, is on the wall of the Southwest Harbor Public Library, and other later copies are available elsewhere. 80 rods - 1 inch. 46 x $31\frac{1}{2}$. Framed and hung on southern wall, off. of sel.

30. MAP OF MOUNT DESERT ISLAND MAINE SHOWING ACADIA NATIONAL PARK, 1934. 1 map.
A hydrographic and physical map including the five Mount Desert Island townships, drawn by Howe D. Higgins in 1934 using U. S. Coast and Geodetic Survey charts 306 and 307 as a source. Published in Chester, Vermont, 1934. 1 : 40,000. 30 x 24. Closet, off. of sel.

Miscellaneous

31. PAPERS RELATING TO INSANE, 1906--. 1 env. Last record Aug. 5, 1933. Complaints of insanity, orders for hearings, and constables' returns (combined form); physicians' certificates of insanity; and commitments of insane to hospitals. Original insanity complaint form shows: name and address of person alleged insane, relationship of complainant and his name and address, request for hearing and commitment to hospital specified, date and signature of complainant, followed first by selectmen's dated and signed order for hearing notifying defendant of time and place, and second by constable's dated, signed, and attested certificate of delivery of notice to defendant. Physicians' original certificate of insanity of person named, with date and signature of two or more physicians. Selectmen's copy of commitments of insane, addressed to superintendent of hospital specified, reviewing complaint, order for hearing, testimony heard, and physicians' certificate of insanity, and requiring hospital to receive person committed, date and signatures of selectmen. Arr. chron. No index. Hdw. on pr. forms. 11 x 4½ x 1½. Safe, off. of sel.

32. (Town Officers') BONDS, 1923--. 2 envs. 1905-22, 1925-30 missing. Original bonds of town treasurers, tax collectors, road commissioners, and constables, town officers required by statute to be bonded, giving name, official position and term of office of person bonded; amount and conditions of bond; names of sureties; signatures of person bonded, sureties and selectmen; date of approval by selectmen. Not arr. No index. Hdw. and typed on pr. forms. 11 x 4¼ x 1. 1 env., 1923-24, closet, sel. off.; 1 env., 1934--, safe, off. of sel.
For clerk's record of bonds, 1905--, see entry 1.

33. LETTERS (to the Selectmen), 1925--. 5 file boxes and 1 drawer. Miscellaneous incoming correspondence relating to the responsibilities of the selectmen acting also as assessors and overseers of the poor; many of the original petitions for various permits recorded in entry 19 are here included. Papers in file boxes, 1925-35, arr. alph. and tabbed by surnames of correspondents; papers in drawer, 1936--, arr. chron. No index. Hdw. and typed. 12 x 12 x 3; 11½ x 13 x 14. Off. of sel.

IV. OVERSEERS OF THE POOR

Since the first town meeting when the office of overseers of the poor was established, it has been filled annually in the same manner, by the town's vote that the three selectmen elected for the ensuing year serve also as overseers. (Town Meeting Records, vol. I, p. 10 and vols. II, III, passim.) Although the functions of the two offices are quite distinct, the records are somewhat combined. For financial records and correspondence relating to relief of paupers, see entries 19-21, and 33 in the selectmen's records. No separate report is published by the overseers, but a summary of appropriations, receipts and expenditures for the poor is included in the selectmen's annual financial report for all town departments, see entry 18.

34. (RECEIPTS FOR PAUPER SUPPLIES, MOTHERS' AID, AND TOWN OFFICERS' SALARIES), 1923--. 42 envs.

Receipts from town poor for funds and supplies from the town, from mothers for state aid distributed through the overseers of the poor, and from town officers for salary payments, the forms showing date received, name of recipient, amount of funds or supplies received, from whom received, and signature of recipient. Three types of receipts filed together chron. in dated envs. No index. Hdw. on plain paper and pr. forms. 11 x 4½ x 1. 39 envs., 1923-35, closet, sel. off.; 3 envs., 1936--, safe, off. of sel.

35. PAUPER NOTICES, TOWN OF SOUTHWEST HARBOR (and) PAUPER DENIALS, TOWN OF SOUTHWEST HARBOR, 1905--. 3 vols.

Volumes containing stubs of two types of notices sent by Southwest Harbor's overseers of the poor to overseers of the poor of other towns, informing them of support of out of town paupers temporarily resident in Southwest Harbor or refusing support to alleged Southwest Harbor townspeople afforded relief by overseers of other towns. Stubs of notices show name of town notified, name of person(s) allegedly resident of that town, amount expended at time of notice, date of notice, and date of sending notice. Stubs of denials show name of town answered, date notice received, name of person(s) denied aid, nature of reply, date of answer, and date of sending answer. Arr. chron., with half of each vol. devoted to notices, the other half to denials. No index. Hdw. on pr. forms. 86 pp. 11 x 8¼ x 3/8. Off. of sel.

V. ASSESSORS

The office of assessors, like that of the overseers of the poor, was established at the first town meeting March 6, 1905, when the town voted that the selectmen act also as assessors. (Town Meeting Records, vol. I, p. 10.) The structure and function of the office has not altered materially since its establishment, the three officers being elected annually for a one-year term. No separate report is published by the assessors, but a statement of the annual town valuation and assessment is included in the selectmen's general report to the town, see entry 18.

Inventories, Valuations, and Assessments

36. VALUATION (and Tax Assessment) BOOK, TOWN OF SOUTHWEST HARBOR, 1916--. 23 vols. 1905-15, destroyed by fire in 1922.

Annual inventory, valuation and assessment of state, county and town taxes on polls and property of resident and non-resident property owners subject to taxation with forms showing: name of property owner, no. of polls in household; description and valuation of real estate including no. of lot and range, no. and value of acres, no. and value of buildings, total value of real estate; inventory and valuation of personal property including live stock (poultry statistics, 1924--), investments, lumber, vehicles, vessels, household goods, musical instruments (radios, 1927--), stock in trade, merchandise, other personal property; property exempt from taxation; total value of personal property, total value of real and personal property; assessment of poll tax, personal property tax, real estate tax and total. Assessors' original certificate of annual assessment and commitment are pasted into vols. There are two vols. for 1927, one each for resident and non-resident proprietors; in all other years both lists are combined in one volume. Arr. alph. by surnames of tax-payers under separate divisions for residents and non-residents. No index. Hdw. on pr. forms. 75 pp. 20 3/4 x 14¼ x 1½. Off. of sel.

37. POCKET VALUATION AND LIST BOOK, undated (circa 1918). 1 vol. Used this year only.
Assessors' handbook used on canvass of town to determine inventory and valuation, permanently recorded in Valuation (and Tax Assessment) Book, Town of Southwest Harbor, entry 36. Form as in entry 36, omitting assessment figures, and showing additionally for reference of town clerk, no. and names of births and no. of male and female dogs over four months old for each household in the year past. Arr. alph. by names of taxpayers, one page to each. No index. Hdw. on pr. forms. 200 pp. 8 x 4½ x ½. Off. of sel.

38. (TAX ASSESSORS' LIST AND RECORD BOOK OF POLL TAXPAYERS), 1917. 1 vol.
List of polls liable to be taxed in Southwest Harbor, giving name, address, and amount of tax; assessors' certificate and commitment of 1917 poll taxes to be collected is pasted into this volume. Arr. alph. by surnames of taxpayers. No index. Hdw. on pr. forms. 25 pp. 10½ x 8 x ¼. Off. of sel.

39. RECORD, AUTOMOBILE BOOK, 1923-28. 1 vol. Record kept these years only.
Isolated assessors' record of automobiles owned in Southwest Harbor giving name of owner, make, horsepower, year and value of car. This record kept for inventory and valuation purposes prior to passage of state excise tax law in 1929. Arr. alph. by names of owners. No index. Hdw. 300 pp. 13 3/4 x 8 5/8 x 3/4. Off. of sel.

40. NEW FORM POULTRY STATISTICS BOOK, TOWN OF SOUTHWEST HARBOR, 1923-24. 2 vols.
Annual record of poultry valuations showing name of owner, no. and value of hens, turkeys, ducks, geese, eggs and all types of poultry produced, total. Arr. alph. by names of owners. No index. Hdw. on pr. forms. 15 pp. 6 3/4 x 4¼ x 1/16. Off. of sel.

Abatements

41. ABATEMENT OF TAXES, 1905--. 1 vol.
Lists of resident and non-resident tax abatements showing name of tax payer, date of assessment; date, cause, type, and total amount of abatement, remarks. Arr. chron. by date of abatement, within resident and non-resident divisions. No index. Hdw. on pr. forms. 30 pp. 13 5/8 x 8½ x 3/8. Off. of sel.

42. (STUBS OF TAX ABATEMENT SLIPS), 1919-31. 1 vol. Record discontinued 1932; 1905-18 missing.
Stubs of assessors' tax abatement notices to tax collector showing year of assessment, date and cause of abatement, amount of each type of tax abated, total amount of abatement, name of collector. Arr. chron. No index. Hdw. on pr. forms. 125 pp. 10½ x 4½ x ½. Off. of sel.

Miscellaneous

43. CONVEYANCES OF REAL ESTATE TOWN OF SOUTHWEST HARBOR, 1926--. 10 vols. Title varies: Abstracts of Recorded Transfers of Real Estate in the Town of Southwest Harbor; Transfers of Real Estate in the Town of Southwest Harbor.
Abstracts of deeds recorded at county registry of deeds and compiled periodically by register for reference of Southwest Harbor assessors, showing date and type of deed, date of recording with volume and page references to county records, names of parties and description of property transferred. No uniform ar-

rangement. No index. Typed, paper-covered, loose-leaf vols. 75 pp. 10½ x 8½ x ½. Off. of sel.

VI. TAX COLLECTOR

The tax collector has annually been elected at Southwest Harbor's town meeting since 1905; because the officer is paid a commission on tax collections and the candidate annually selected is actually the one bidding the lowest commission, the election amounts to the town's acceptance of the lowest bidder. (Town Meeting Records, vol. I, p. 10.) The collector's annual commission has ranged between 1.49 to 3 percent, being currently 2¼. The principal addition to the tax collector's records and duties since the inception of his office in 1905 has been the collection since 1930 of automobile excise taxes and the recording of their receipt, required by chapter 305 of the Public Laws, 1929. A simplification of his duties in regard to tax sales has resulted from the town's substitution of the tax lien system, recommended in chapter 244 of the Public Laws, 1933, for the tax deed system previously in effect; see entries 51 and 52. For the collector's annual report, see entry 18.

Commitment and Collection of Taxes

44. COLLECTOR'S TAX LIST BOOK, 1930--. 8 vols.
Assessors' annual certificate, warrant, and commitment to tax collector of taxes to be collected with tax list forms showing name of tax payer, no. of polls in household, value of real and personal property, taxes assessed on polls, real estate, and personal property, total tax, date paid, interest paid, and remarks. Arr. alph. by names of taxpayers. No index. Hdw. on pr. forms. 60 pp. 7 3/4 x 5½ x 3/4. Real estate off. of Lawrence S. Robinson, t. col., Southwest Harbor.

45. (TAX BILL STUBS), 1934--. 3 bdles.
Stubs of tax bills issued by the collector giving date, name of taxpayer, year and amounts of tax and interest due, total, amount (if any) of abatement, receipt for payment by cash or check. No uniform arr. No index. Hdw. on pr. forms. 11½ x 5 x 1½. Desk drawer, t. col. off.

46. (TAX COLLECTOR'S RECEIPTS FROM TREASURER), 1930--. 1 bdle.
Receipts for tax funds collected and turned into town treasury by the tax collector showing no. of receipt, date, name of town, name of collector, amount received, and treasurer's signature. No uniform arr. No index. Hdw. on pr. forms. 6½ x 2 3/4 x 2. Desk drawer, t. col. res.

47. (CARBONS OF AUTOMOBILE EXCISE TAX RECEIPTS), 1930--. 60 vols.
Carbons of excise tax receipts required by ch. 305, sec. 80 of the Public Laws, 1929, with forms showing town and date of payment, name and address of taxpayer, description of vehicle giving year of model and make of car, motor and serial nos., amount of tax, receipt no., and collector's signature. The original of this form goes to payer, and one carbon to the office of the secretary of state. Arr. chron. No index. Hdw. on pr. forms. 50 pp. 6 3/4 x 3½ x 2½. T. col. off.

VII. TREASURER

The treasurer's office, established at the first town meeting on March 6, 1905, has been filled annually in the same manner: by the election of one of-

ficer at town meeting for a one year term. (Town Meeting Records, vol. I, p. 10.) The duties and records of the office are the same at present as in 1905. For the treasurer's published annual report, see entry 18.

Receipts and Expenditures

48. JOURNAL (of Town Receipts and Expenditures), 1905--. 2 vols.
Treasurer's record of annual receipts and expenditures showing date, amount and source of receipts, and date, amount, payee, and purpose of expenditures. Also included is the treasurer's annual summary of his accounts for the year past, published in the annual report, 1905--, and a separate record of town notes, 1905-34, showing date and amount borrowed, date due and to whom payable. Records separated and arr. chron. No index. Hdw. 400 pp. 14 x 9½ x 2. Store of Raymond Somes, tr., Southwest Harbor.

For selectmen's records of town notes, 1905-12, see entry 19; 1913--, see entry 23.

49. (PAID TOWN ORDERS), 1922--. 2 boxes.
Town orders issued by selectmen and paid by treasurer with form showing date, payee, amount and purpose of payment, no. of order, and signatures of selectmen. Arr. chron. No index. Hdw. on pr. forms. 12¼ x 10½ x 4; 17¼ x 10 x 4½. Store of tr.

50. (TREASURER'S STUBS OF MISCELLANEOUS RECEIPTS), 1929--. 5 vols.
Stubs of receipts issued by treasurer for miscellaneous payments to town treasury with forms showing receipt no., date, name of payer, amount received, account credited, and signature of treasurer. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 10½ x 2½ x ½. Store of tr.

Non-Payment of Taxes

51. (TAX DEEDS), 1906-34. 1 env. 1935--, superseded by (Tax Collector's Notice, Lien Claim, and Demand to Resident Owner), entry 52.
Collector's original tax deeds to real estate sold for the town of Southwest Harbor by the tax collector for delinquent taxes (filed with town treasurer in accordance with Public Laws, 1844, ch. 123, sec. 12), stating amount and date of unpaid assessment, date and places of advertisement of tax sale, dates of notifications of owner and certification with town clerk, date and place of public auction, name of purchaser (highest bidder), certification of ownership, amount of payment, description of property, signatures of tax collector and witness, attestation of justice of peace, record of receipt and registry in Hancock County registry of deeds. Not arr. No index. Hdw. on pr. forms. 11 x 4½ x ½. Closet shelf, off. of sel.

52. (TAX COLLECTOR'S NOTICE, LIEN CLAIM, AND DEMAND TO RESIDENT OWNER), 1935--. 1 bdle. Record begun in 1935, superseding (Tax Deeds) 1906-34, entry 51.
Tax collector's certificates of liens placed on real estate in Southwest Harbor to satisfy the town for owner's non-payment of taxes, in accordance with Public Laws, 1933, ch. 244, sec. 1, with forms showing name of collector, date and amount of assessment, name of property owner, description of property, amount of interest on unpaid tax, total amount claimed by town, statement of demand to delinquent taxpayer for payment, oath and acknowledgment of tax collector's signature before justice of the peace. No uniform arr. No index. Typed on pr. forms. 13 x 8½ x 1/8. Store of tr.

Bank Account Records

53. (CHECK STUBS), 1923--. 5 vols.
Stubs of checks issued for town expenses, showing check no., date, amount brought forward, amount of check, to whom and for what purpose drawn, and balance. Arr. chron. No index. Hdw. on pr. forms. 150 pp. 13 3/4 x 9½ x 1. Store of tr.

54. (CANCELLED CHECKS AND BANK STATEMENTS), 1924--. 6 bdles.
Cancelled checks returned monthly by bank after payment, showing name of bank, date, no., payee, amount, treasurer's signature. Monthly bank account statements are filed with the corresponding checks for the period showing amount brought forward, dates and amounts of each withdrawal or deposit and balance at end of month. Arr. chron. No index. Hdw. and typed on pr. forms. 9 x 4 x 2 3/4. On shelf of cellar stairs, store of tr.

55. (BANK DEPOSIT BOOK), 1930--. 1 vol.
Bank book showing deposits of town funds giving names of bank and depositor, date and amount of each deposit. Arr. chron. No index. Hdw. on pr. forms. 20 pp. 6 x 4 x 1/8. Store of tr.

VIII. ROAD COMMISSIONER

The office of road commissioner in Southwest Harbor was established March 6, 1905, when the first town meeting elected one commissioner to serve for the ensuing year. (Town Meeting Records, vol. I, p. 11.) In the years 1914 through 1919 the commissioner was usually appointed by the selectmen rather than elected by the town, but after that period the original method of selection was resumed, and currently the office is once more filled as it was in 1905 by the town's election. (Ibid., pp. 320, 507.) The road commissioner is rather directly responsible to the selectmen even though he is no longer appointed by them; all permanent records of road construction and repair are kept by the selectmen, being made up from road commissioner's memoranda which are destroyed after being analysed and recorded. For detailed records on the laying out of town roads, see the selectmen's miscellaneous administrative records described in entry 19; for selectmen's financial records of town roads, see entries 20 and 21; and for the selectmen's annual report itemizing the appropriations, receipts, and expenditures for town roads in the year past, and stating the recommended road budget for the ensuing year, see entry 18.

IX. SCHOOL COMMITTEE

A school committee of three members, one elected for three years, one for two years, and one for one year, was elected at the Southwest Harbor town meeting of March 6, 1905. (Town Meeting Records, vol. I, p. 16.) Since that time one school committee man has been elected annually, for a three year term. From the first, the election of a school superintendent has been a responsibility of the school committee; the superintendent's election since the formation of school union #98 has been by the combined vote of all four school committees in the union meeting jointly; although such elections must have been held previously, the first available record of such a joint election is on March 1, 1922. (Ibid., p. 16; Record of Union School Committee Meetings, vol. I, p. 19.) The principal financial records for Southwest Harbor schools are kept by the selectmen, see entries 20-21, 26; the superintendent acting as secretary for the school committee refers all bills and payrolls to the selectmen for payment,

drawing orders on the selectmen for all expenses approved by the committee. For the annual reports of the superintendent and the school committee see entry 18.

Minutes and Reports

56. RECORD (of School Committee Meetings and School Administration), 1905--. 1 vol.
Minutes of school committee meetings showing date, members present, business discussed and voted upon before adjournment including election of teachers and other personnel, recommendations for school appropriations at town meetings. Miscellaneous records outside minutes include copies of warrant articles relating to school affairs for regular or special town meetings; town agreements with private business concerns relative to work and materials contracted for town schools; copies and records of receipt of bids for school bus drivers, materials, supplies, etc., annual reports of school committee. Arr. chron. No index. Hdw. and typed. 200 pp. $10\frac{1}{4}$ x 8 x 3/4. Off. of supt. of sch., Odd Fellows'Bldg., Southwest Harbor.

Financial Records

57. SCHOOL ACCOUNT BOOK, 1914--. 5 vols.
Record of school receipts and expenditures in ledger form under the following accounts: school fund (tuition, board of pupils, textbooks, desk and laboratory supplies, teachers' wages, fuel, janitor and cleaning, and conveyance), repairs, apparatus and equipment, lots and buildings, superintendence, school committee and office expense, compulsory education, medical inspection, physical education, rent, insurance, light and power, and industrial education (industrial arts, home economics, agriculture and evening school). Receipts show amount, date and source of receipts from town appropriation, state aid, tuition, incidentals, and total; expenditures show date, voucher no., payee, purpose, and total. Recapitulation accounts showing the annual distribution of expenditures by schools are included in the back of each volume. Arr. chron. under account headings. Not indexed, but table of contents shows account names. Hdw. on pr. forms. Vols. aver. 105 pp. 16 x 12 x 3/4. Off. of supt. of sch.

58. (Annual) FINANCIAL STATEMENT, 1928--. 9 sheets.
Annual financial statements of the school committee showing distribution of appropriations and expenditures for the high and grammar schools, under the following accounts: text books, school supplies, apparatus and equipment, fuel, repair, janitor and cleaning, domestic science, school band, health nurse and physical director. Arr. chron. No index. Typed. 11 x $8\frac{1}{2}$. File drawer, off. of supt. of sch.

59. (STUBS OF SCHOOL ORDERS), 1929--. 11 vols.
Stubs of orders issued by the superintendent of schools on the selectmen for expenses of Southwest Harbor schools with form showing, order no., name of town, date, payee, purpose of expenditure, amount, signature of superintendent. Arr. chron. No index. Hdw. on pr. forms. 100 pp. 4 x $3\frac{1}{2}$ x $\frac{1}{2}$. Off. of supt. of sch.

60. (TEACHERS' AND JANITORS' PAYROLLS), September 1933--. 1 file drawer.
1929-33, filed with payrolls of school union, see entry 74.
Superintendent's original payrolls for teachers and janitors showing for each school names, days worked, amounts paid and totals; carbons of these semi-

monthly payrolls are sent to selectmen who issue orders for payment, see entry 26. Arr. chron. No index. Typed. 4 3/4 x 9 x 12½. File drawer, off. of supt. of sch.

61. (SOUTHWEST HARBOR SCHOOL BILLS), 1927--. 8 folders. 1934-36 missing. Originals and duplicates of bills for supplies delivered to Southwest Harbor schools; non-current bills paid by school orders on selectmen (see entry 59), show notation of school committee's approval; current bills await approval. Arr. chron. No index. Hdw. and typed (generally on pr. forms). 12 x 9 x ½. File drawer, off. of supt. of sch.

Academic Records

62. JOURNAL (of High School Students Promoted), 1922--. 2 vols. Record begun in 1922. For prior records of high school promotions, see entry 75.

Loose leaf cumulative four-year record of high school students promoted showing name, address, and age of pupil; name of parents or guardian; course taken; class (graduate of); name of grammar school attended; and a four year cumulative record showing days present, one-half days absent, times tardy, and deportment for first and second halves of each of the four years in high school; final scholastic standing (each year) in courses tabulated; no. of units credited each year, average for course; no. and position in class; remarks, and date diploma granted. Arr. alph. by surname of pupil in alph. tabbed vols. Hdw. Loose leaf. 200 - 250 pp. 13 x 9 x 1½ - 14 x 8 3/4 x 7/8. Off. of supt. of sch.

63. PHYSICAL RECORD (of High School Students), 1916-20. 1 bdle. Discontinued in 1920.

Cumulative four-year card records of Southwest Harbor high school with forms incompletely filled in to show student's name, sex, place, date, and order of birth; nationality of father and mother, no. in family of each sex and total; and record of childhood diseases contracted before entering school; statistics filled in annually showing age, grade, height, and weight of student, date of examination and findings under the following headings: vaccination, diseases during year, nutrition, eyes, nose, ears, throat, lungs, skin, teeth, digestive organs, mentality, deformities, treatment necessary. Arr. chron. by date of birth. No index. Hdw. on pr. forms. 8 x 5 x 1¼. Filing cabinet, off. of supt. of sch.

64. (SOUTHWEST HARBOR SCHOOL CENSUS), 1929--. 1 bdle.

Cumulative card census of Southwest Harbor school children by family units, with form showing name of parent or guardian; and, for each person in family of school age, name, sex, date of birth, and age in year of entering school. Arr. alph. by surnames of parents. No index. Hdw. on pr. forms. 5 x 3 x 1 3/4. Filing cabinet, off. of supt. of sch.

65. TEACHERS' ELEMENTARY SCHOOL REGISTER, 1934--. 32 vols.

Annual record kept by Southwest Harbor elementary school teachers for each school grade, giving name of pupil, grade preceding and current school years, and age September 1 of current year; daily record of tardiness, absence, or presence during term; total for each of three terms and for year, record of promotion or non-promotion at close of year, and remarks; term summaries giving name, address and weekly salary of teacher; dates of opening and closing of term, and length in weeks; no. of pupils registered (boys, girls, and total);

aggregate attendance of all pupils, average attendance; no. of tardinesses, dismissals, truancies; and no. of pupils not absent one half day; no. of pupils (boys, girls, and total) conveyed to school at town expense; nos. and dates of superintendent's and citizens' visits; no. of daily recitations and classes in all studies individually listed; date of sight and hearing examination; no. of pupils examined, no. defective in either; summary of teacher's professional experience and training; teacher's certification of accuracy of record; yearly recapitulation of term summaries showing additionally distribution of enrollment by grades, no. of pupils in same grade more than one year, summary of school's physical capacity and equipment. Arr. alph. by pupils' names, chron. by terms. No index. Hdw. on forms pr. and supplied by state department of education. 9 pp. 11½ x 9½ x 1/16. Off. of supt. of sch.

66. SECONDARY SCHOOL REGISTER, 1934--. 12 vols.
Annual record kept by Southwest Harbor high school principal showing no., name, grade, and age of pupils Sept. 1 of current school year; daily record of tardiness, absence, or presence during term; total for each of three terms and for year, and remarks. Term summary showing dates of opening and closing of term and length in weeks, no. of pupils (boys, girls, and total) registered, aggregate attendance of all pupils, average attendance, no. of instances of tardiness and dismissal, no. of pupils not absent for any session, no. conveyed to school at town expense, no. and date of superintendent's and citizens' visits, no. of periods in daily program, statement of sight and hearing examinations made, no. of pupils examined and nos. defective in either, principal's certification of accuracy of record; yearly summary recapitulating and totaling term summaries and showing additionally: no. of resident and non-resident pupils (boys, girls, and total), nos. previously registered during year in (a) other schools in town (b) schools in other towns (c) no school; aggregate attendance of non-resident pupils; seating capacity of school; nos. of boys and girls enrolled in specified classes and courses, no. graduated, no. of pupils taking subjects listed; no. of teaching positions filled by males, females, and total; no. of individuals employed as teachers, males, females, and total; average weekly wage of teachers of each sex; statement of proportion of principal's time spent outside of his own classes in supervision and inspection; statement as to whether all pupils in school qualified as legally required and whether any were admitted or excluded for reason other than fitness or unfitness in scholarship; and statement as to adequacy of school equipment. Arr. alph. by students' names and chron. by terms. No index. Hdw. on forms pr. and supplied by state department of education. 9 pp. 11½ x 9½ x 1/16. Off. of supt. of sch.

X. SCHOOL UNION #98

School union #98 embraces the four towns of Mount Desert, Cranberry Isles, Tremont, and Southwest Harbor, the headquarters of the union and the office of its superintendent being in Southwest Harbor, in the Odd Fellows' Building. It is not apparent from the records of the member towns whether any local union existed prior to 1918, but in that year chapter 188 of the 1917 Public Laws providing for a state-wide school union system became effective, and in that year the records of the present union #98 begin. The principal provisions of the "Act . . . to Provide for the Formation of Unions for the Employment of Superintendents of Schools" have already been summarized in the discussion of school union #97; see the Bar Harbor inventory, pages 128-130.

School Union #98 - Minutes and Reports; Teachers' & Students' Records

SOUTHWEST HARBOR (entries 67-70)

The first joint committee meeting of union #98 was held on August 28, 1918, and, as far as the records show, the first election of a union superintendent was on March 1, 1922. (Record of Union School Committee Meetings, vol. I, pp. 3, 19.) Although school records of the member towns are under the jurisdiction of the union superintendent, those which are recorded separately are listed separately in the inventories of the town concerned; the combined union records only are listed below.

Minutes and Reports

67. RECORD (of Union School Committee Meetings), 1918--. 1 vol.
Minutes of the union meetings of the school committees of school union #98 including the towns of Mt. Desert, Cranberry Isles, Southwest Harbor and Tremont giving date and place of meeting, members present, business discussed and voted on, adjournment and signature of school union superintendent, ex officio secretary. The record begins with the first union committee meeting held August 28, 1918. Arr. chron. No index. Hdw. and typed. 60 pp. 9½ x 8 x ¼. Steel cabinet, off. of supt. of sch. union, Odd Fellows' Building, Southwest Harbor.

68. STATE REPORTS, 1934--. 1 file drawer.
Copies of miscellaneous and usually annual reports, applications and returns to the state department of education relating to the administration of schools in union #98, in accordance with the state requirements and in many cases on forms printed and supplied by the state; certain acknowledgments and replies from the state are also included. The papers comprise principally fiscal reports of the public school system, reports of annual appropriations, of tuition payments by non-resident students in secondary schools, applications for state approval and aid for courses in physical education and other special courses; lists of teachers employed in union #98, of those members of the Teachers' Retirement Association, and reports of deductions made on salaries of teachers belonging to the Association; reports of sight and hearing tests conducted. No uniform arr. No index. Hdw. and typed on pr. forms. 13 x 11 x 24. Filing cabinet, off. of supt. of sch.

69. (Superintendents' Annual) REPORTS (to the Town), 1928-31. 1 file box.
1932-- destroyed annually.
Manuscript originals of annual reports submitted by the superintendent of schools to the school committees and citizens of each town in the union and published in their annual town reports. Arr. chron. No index. Typed and hdw. 12 x 12 x 3. Off. of supt. of sch.

Teachers' and Students' Records

70. (Teachers') APPLICATIONS, 1931--. 1 file drawer.
Applications for teaching positions in schools of union #98, in letter form or on printed application forms, showing date, applicant's name, permanent and temporary addresses, age, height, weight, religious preference; name of school where now teaching, present salary, grade; grades acceptable, grades previously taught and no. of years in each; dates graduated from high school, normal school, college; list of schools where previously employed, references, notation by superintendent on nature of reply from references. Arr. chron. No index. Hdw. and typed, occ. on pr. forms. 4 3/4 x 9 x 12½. Off. of supt. of sch.

71. (COPIES OF TEACHERS' BIRTH CERTIFICATES), 1935. 1 file drawer. Preserved for this year only.
Copies of birth certificates of teachers employed in union #98 filed with superintendent of union, with form showing same information as in entry 3. Not arr. No index. Hdw. on pr. forms. 4 3/4 x 9 x 12½. Filing cabinet, off. of supt. of sch.

72. HEALTH CERTIFICATES, 1932--. 1 file box.
Physicians' certificates of health of teachers employed in union #98, giving name, place of employment, report of examination, signature of physician, and date. Arr. alph. by names of teachers. Alph. file guide. Hdw. and typed, occasionally on pr. forms. 12 x 12 x 3. Closet, off. of supt. of sch.

73. TEACHERS' CONTRACTS, 1936--. 1 file drawer.
Contracts for teachers employed in union #98 showing date, name of teacher, conditions of employment, amount of salary, term of contract, signatures of teacher and union superintendent and approval of local school committee. No uniform arr. No index. Typed on pr. forms. 9 x 4 3/4 x 12½. Steel filing cabinet, off. of supt. of sch.

74. TEACHERS' (and Janitors' Pay)ROLLS, 1929-June, 1933. 1 file box. September 1933-- filed individually by towns; see Mount Desert entry 153, Cranberry Isles entry 53, Tremont entry 69, Southwest Harbor entry 60.
Original teachers' and janitors' payrolls for employees of school union #98, with forms as described in entry 60. Arr. chron. within town divisions. No index. 12 x 12 x 3. Off. of supt. of sch.

75. (PERMANENT-FINAL HIGH SCHOOL RECORD), 1914-20. 1 bdle. Discontinued in 1920; for subsequent records of these high schools see Southwest Harbor entry 62; Mount Desert entries 157, 158.
Cumulative high school card records for students in the three high schools within school union #98 with form showing student's name, residence, nationality, age on entering high school, date entered, course, school entered from, standing at last school, and name of parent or guardian; for each of four high school years is shown record of credits gained in subjects taken from a list of 34; statistics close with final information under four headings: graduated, standing, dropped, cause. Arr. chron. by date of entrance, without alph. or school subdivisions. No index. Hdw. on pr. forms. 8 x 5 x 8. File drawer, off. of supt. of sch.

Miscellaneous

76. (PROGRAMS OF WORK), 1935--. 1 file drawer.
Schedules of daily school programs for all elementary and secondary schools in school union #98 showing name of school, grade or class, teacher, and notation of subjects taught in each daily period each school day of the week. Arr. chron. by schools. No index. Hdw. and typed, usually on pr. forms. 9 x 4 3/4 x 12½. Filing cabinet, off. of supt. of sch.

77. (CWA PROJECTS AND PROPOSED MATERIAL), 1934-35. 1 file drawer.
Miscellaneous records of government projects relating to schools in union #98 including copies of project applications, payrolls, invoices, purchase orders, supervisors' reports. Not arr. Hdw. and typed, principally on pr. forms. 9 x 4 3/4 x 12½. Steel filing cabinet, off. of supt. of sch.

78. (LETTERS), 1929--. 2 file drawers and 3 file boxes
Miscellaneous superintendent's incoming and outgoing correspondence relating to administration of school union #98. File drawers arr. alph., one drawer for incoming and one for outgoing current correspondence; file boxes for both types of non-current correspondence arr. chron. No index. Hdw. and typed. Drawers: 13 x 11 x 24; file boxes: 12 x 11¼ x 3. Off. of supt. of sch.

XI. TRUANT OFFICER

Record of the school committee's appointment of two truant officers appears immediately after Southwest Harbor's March town meeting in 1905. (Town Meeting Records, vol. I, p. 16.) The appointment has continued to be made in the same way annually to the present time. The truant officers keep no records and make no report, their duties being those specified in Revised Statutes, 1930, ch. 17, sec. 79.

XII. PUBLIC HEALTH NURSE

Voting on article 42 of its 1928 town meeting warrant, Southwest Harbor in that year acted "to Raise $500 for public Nurse", and went on to specify that "if the town of Tremont do not raise $500 for Nurse then the above Not have a passage." (Town Meeting Records, vol. II, p. 296.) With the passage of a similar vote in Tremont in the same year, the office of public health nurse was established in both towns; the Southwest Harbor school committee's appointment of the nurse is first recorded on May 28, 1928. (Record of School Committee Meetings, vol. I, p. 98.) The nurse has regularly been appointed for a one year term since that time by the school committee, to whom she has annually submitted a report published in the annual town reports, see entry 18. The nurse is provided an office in the Odd Fellows' Building in Southwest Harbor where the municipal officers and the school union superintendent also have their offices. Here the records kept by the nurse in the course of her work will be found; but, according to the present officer, these are not correctly considered town records, being actually records of the public health nursing division of the state department of health. For the statutory definition of public health nursing, see Revised Statutes, 1930, ch. 21, sec. 23.

XIII. HEALTH OFFICER

The earliest provision for public health in Southwest Harbor was made in 1905 by the selectmen's appointment of three men to the local board of health; regularly thereafter one man was appointed each year for a three year term. (Town Meeting Records, vol. I, pp. 20-21.) Since 1933 the board has been replaced by a single health officer, likewise appointed by the selectmen though for only a one year term. The health officer publishes an annual report to the town, see entry 18; but the office is not record-keeping, its duties being specified in Revised Statutes, 1930, ch. 22, sec. 8.

XIV. PLUMBING INSPECTOR

The earliest mention of this office appears in the town meeting records of 1935 with the first recorded appointment of a plumbing inspector by the health officer. (Town Meeting Records, vol. III, p. 54.) Since its establishment the office has been filled annually in the same manner. The plumbing inspector keeps no records and publishes no report, his duties being those specified by Maine law; see Revised Statutes, 1930, ch. 22, secs. 118-124.

XV. MILK INSPECTOR

The milk inspector's office is first mentioned in the town records in 1928 in the selectmen's appointment of one inspector for the ensuing year. (Town Meeting Records, vol. II, p. 309.) The office has been filled annually for a one year term since that time; currently the health officer acts also as milk inspector. Although the office is non-record-keeping, it publishes a brief annual report in the town report, see entry 18.

XVI. FIRE OFFICERS

In 1909 with the selectmen's appointment of three fire wardens, Southwest Harbor made its first provision for town fire officers. (Ibid., vol. I, p. 132.) The office continued to be filled intermittently, by appointment or occasionally by election, and in 1928 the town elected additionally a fire chief whose annual salary was fixed at $25.00. (Ibid., vol. II, p. 295.) The fire wardens and fire chief continue to be regularly chosen each year; none of the officers keep any records, but the fire chief annually publishes a brief report in the town report, see entry 18.

XVII. BUILDING INSPECTOR

The building inspector's office was created in 1933 when the selectmen first appointed one inspector for a one year term. (Ibid., vol. II, p. 564.) The office has been filled annually since that time in the same manner; it keeps no records and makes no report. For the state laws summarizing the responsibilities of the office, see Revised Statutes, 1930, ch. 35, secs. 25-34.

XVIII. POLICE AND TRAFFIC OFFICERS

Among the officers which the first town meeting in 1905 left to the selectmen to appoint were the police officers; the town meeting records show that one was appointed by the selectmen following the March meeting that year. (Town Meeting Records, vol. I, p. 17.) The appointment has been made quite regularly since that time, being supplemented since 1929 by the selectmen's annual appointment of one or more traffic officers in accordance with the town's vote on article 68 of the 1929 meeting: "Voted to have a traffic officer and take his pay from the contingent fund." (Ibid., vol. II, p. 369.) Neither police nor traffic officers keep records or publish reports.

XIX. CONSTABLES

The selectmen have annually appointed one or more constables for a one year term since 1905. (Ibid., vol. I, p. 15.) The office is non-record-keeping, its many and various duties being principally concerned with enforcement of the peace.

XX. HARBOR MASTER

The harbor master's office was established in 1905, the year of the town's incorporation, when the selectmen appointed one official for a one year term. (Ibid., vol. I, p. 23.) Although there is no record of an appointment to the office between 1907 and 1926, it has regularly been filled since that time. The officer keeps no records and makes no report; his full duties are specified in the Revised Statutes, 1930, ch. 5, secs. 181-188.

XXI. SEALER OF WEIGHTS AND MEASURES

The first record of the office of town sealer appears in the selectmen's appointments of 1914 when one officer was appointed. (Town Meeting Records, vol. I, p. 329.) The officer has not been annually appointed, his term of office being usually indefinite rather than annual. His responsibilities are those specified in the Revised Statutes, 1930, ch. 53, secs. 8-27, but he keeps no records.

XXII. SURVEYOR OF LUMBER, WOOD AND BARK AND WEIGHER OF COAL

In 1905 the selectmen appointed one official to act jointly as a weigher of coal and a surveyor of lumber, wood and bark, but the surveyor's office has only twice been filled and weighers of coal alone are currently appointed. (Town Meeting Records, vol. I, pp. 21-22.) The office has not been record-keeping; its duties are those outlined in Revised Statutes, 1930, ch. 51, sec. 11.

XXIII. BALLOT AND ELECTION CLERKS

With the selectmen's appointment of four clerks in 1906 appears the first record in Southwest Harbor of the office of ballot and election clerks. (Town Meeting Records, vol. I, pp. 48-49.) The officers have been biennially appointed for two year terms since that time. They are non-record-keeping, their duties being solely those specified in Revised Statutes, 1930, ch. 8, sec. 13.

XXIV. MODERATOR

Since the town's election of a moderator to preside for the duration of its first meeting on March 6, 1905, no annual March town meeting has been conducted without first electing a moderator. (Town Meeting Records, vol. I, p. 10.) The authority of this non-record-keeping office is outlined in Revised Statutes, 1930, ch. 5, secs. 33-35.